

**WEST CHESTER AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

Monday, October 26, 2020

7:00 pm  
**AGENDA**

Livestream

- I. Call to Order ..... Mr. McCune  
    Salute to the Flag (led by Katie Keeler and Brian Egan  
    of Glen Acres Elementary School
- II. Roll Call ..... Ms. Cherashore
- III. Approval of Minutes of the September 29, 2020 Monthly  
    School Board Meeting..... Mr. McCune
- IV. Approval of the October 26, 2020 School Board Meeting Agenda ..... Mr. McCune
- V. Superintendent’s Report ..... Dr. Scanlon  
    Student Representatives’ Report ..... *Alice Tran, East High School*  
    ..... *Colleen Kinkead, Henderson High School*  
    ..... *Davis Patel, Rustin High School*
- VI. Public Comments on Agenda Items (submitted via google form) ..... Ms. Cherashore
- VII. Approval of Personnel Recommendations ..... Dr. Ulmer
- VIII. Approval of Consent Agenda..... Mr. McCune
- IX. School Board Reports

**Committee Reports**

A. *Education* ..... Mrs. Tiernan

*	1.	Approval of Revised Policy 904 Public Attendance at School Events, Second Reading
*	2.	Approval of Revised Policy 907 School Visitors, Second Reading
*	3.	Approval of Revised Policy 203 Immunizations/Communicable Diseases, Second Reading
*	4.	Approval of Revised Policy 209 Health Examinations/Screenings, Second Reading

B. *Pupil Services* ..... Ms. Chester

*	1.	Approval of one (1) Special Education Settlement Agreement
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C. *Personnel* ..... Dr. Herrmann

*	1.	Approval of revised Board Policy 323 Smoking, Tobacco and Vaping Products – Employees (formerly known as Tobacco/Nicotine), 2nd Reading
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\*Consent Agenda Items

D. *Property and Finance*.....Mr. Bevilacqua

*	1.	Approval of Revised Board Policy 705, Safety, Second Reading
*	2.	Approval to Commit/Assign Fund Balances and to Complete Transfers from the General Fund to Other Funds
*	3.	Approval of Change Orders – Renovations and Additions East Goshen Elementary School
*	4.	Approval of Change Orders – Construction of Greystone Elementary School
*	5.	Approval of 2019-20 Budget Transfers
	6.	Approval of 2020-21 Building Budget Allocations

**Other Reports**

- A. Intermediate Unit..... Mrs. Tiernan
- B. PSBA Report.....Dr. Herrmann
- C. Legislative Liaison.....Dr. Shaw
- D. Equity Report .....Mr. Durnell

X. Other Business .....Mr. McCune

*	1.	Approval of School Board Treasurer’s Report and Statement of Disbursements Summary Schedule for the Period of September 1, 2020 to September 30, 2020
*	2.	Approval of the September 30, 2020 Financial Report
*	3.	Approval of Revisions to Phased School Reopening Health and Safety Plan for SY 2020-21

XI. Comments from Residents (submitted via google form)

XII. Adjournment



\*Consent Agenda Items

## WEST CHESTER AREA SCHOOL BOARD—**Meeting of Tuesday, September 29, 2020**

Documents previously distributed to Board Members are not recopied or submitted with this draft. Minutes of this meeting, in compliance with Section 518 of the School Laws of Pennsylvania and after approval by the School Board Members will be transcribed into the permanent minute book together with reports indicated (copy in). Routine reports and lengthy multi-page documents made a part of the minutes of this meeting are filed separately for permanent record.

### **I. Call to Order**

The West Chester Area School Board met at 782 Springdale Drive Exton PA. Due to the pandemic, the public viewed the meeting on the WCASD YouTube Channel. Mr. McCune, Board President, called the meeting to order at 7:04 pm and Johnna Marshall and Alexis Moore of Exton Elementary School led the public in the Pledge of Allegiance.

### **II. Roll Call**

**Members Present:** Mr. Bevilacqua, Ms. Chester, Mr. Durnell, Mr. Gallen, Dr. Herrmann, Mr. McCune, Dr. Shaw, Mr. Spackman, Mrs. Tiernan. Student Representatives: Alice Tran, East High School; Colleen Kinhead, Henderson High School; Davis Patel, Rustin High School.

**Members Absent:**

### **III. Approval of Minutes of the August 24, 2020 Monthly School Board Meeting**

**BOARD ACTION:** It was moved by Dr. Shaw and seconded by Mr. Bevilacqua to approve the minutes of the August 24, 2020 monthly School Board Meeting.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

*Mr. McCune announced that the Board met in Executive Session on Tuesday, September 15 regarding school safety and a legal matter.*

### **IV. Approval of the September 29, 2020 School Board Meeting Agenda**

**BOARD ACTION:** It was moved by Mr. Bevilacqua and seconded by Mr. Durnell to approve the September 29, 2020 meeting agenda.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

## VI. Public Comments on Agenda Items

Public comments on agenda items were solicited via google doc and received via email until 12 noon on Tuesday, September 29, 2020. All comments were sent to school board members prior to the board meeting. Dr. Sokolowski, Assistant Superintendent read the comments during the meeting in their entirety. Comments will be attached to the official meeting minutes.

## VII. Approval of Personnel Recommendations—Dr. Ulmer (Copy In)

**BOARD ACTION:** It was moved by Dr. Herrmann and seconded by Mr. Spackman to approve the Personnel Recommendations as presented.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

## VIII. Approval of Consent Agenda

**BOARD ACTION:** It was moved by Mr. Bevilacqua and seconded by Mr. Gallen to approve the following Consent Agenda Items:

### Education

1. Approval to Establish the following Account(s): HHS Class of 2020 Scholarship Award
2. Approval to Terminate the following Account(s): HHS Class of 2020
3. Approval to elect the following 2021 PSBA Candidates:
  - President - David Hein
  - Treasurer - Michael Gossert
  - PSBA Insurance Trust Candidate – Michael Faccinetto
  - PSBA Insurance Trust Candidate – Marianne Neel
  - School Board Secretaries Forum Steering Committee - Stephen Skrocki
  - School Board Secretaries Forum Steering Committee - Tracy Long
4. Approval of Revised Policy 103 Discrimination/Title IX Sexual Harassment Affecting Students (*formerly known as Nondiscrimination/Discriminatory Harassment – School and Classroom Practices*), Second Reading
5. Approval of Revised Administrative Guideline 103AG1 Discrimination/Sexual Harassment/Retaliation Report Form (*formerly known as Report Form for Complaints of Discrimination/ Discriminatory Harassment-School and Classroom Practices*), Second Reading
6. Approval of New Administrative Guideline 103AG2 Discrimination Complaint Procedures, Second Reading
7. Approval of New Administrative Guideline 103AG3 Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints, Second Reading
8. Approval of Revised Policy 104 Discrimination/Title IX Sexual Harassment Affecting Staff (*formerly known as Nondiscrimination/Discriminatory Harassment - Employment Practices*), Second Reading

9. Approval of Revised Administrative Guideline 104AG1 Discrimination/Sexual Harassment/Retaliation Report Form (*formerly known as Report Form for Complaints of Discrimination/Discriminatory Harassment-Employment Practices*, Second Reading
10. Approval of New Administrative Guideline 104AG2 Discrimination Complaint Procedures, Second Reading
11. Approval of New Administrative Guideline 104AG3 Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints, Second Reading
12. Approval of Revised Policy 904, Public Attendance at School Events, First Reading
13. Approval of Revised Policy 907, School Visitors, First Reading
14. Approval of Revised Policy 203, Immunizations/Communicable Diseases, First Reading
15. Approval of Revised Policy 209, Health Examinations/Screenings, First Reading
16. Approval of Annual Independent Contractor Agreement with Berks Deaf and Hard of Hearing

#### Pupil Services

1. Approval of one (1) Special Education Settlement Agreement

#### Personnel

#### Property & Finance

1. Approval of 2020-21 Transportation Schedules
  - On the Go Kids (Contract 1):
    - 51 bus routes both a.m. and p.m. for Special Education Services
    - 13 mi-day routes
    - 17 aides
  - Krapf Bus Company (Contract 2 & 3):
    - 82 bus routes both a.m. and p.m. for public/parochial/private schools
    - 5 late routes from non-public schools
2. Approval of 2021-2022 Budget Calendar
3. Approval of the Addendum to the 2020-21 School Bus Transportation Contract with On the Go Kids
4. Approval of the Addendum to the 2020-21 School Bus Transportation Contract with George Krapf Jr. & Sons
5. Approval of Revised Board Policy 705, Safety, First Reading

#### **Other Reports**

#### Other Business

1. Approval of School Board Treasurer's Report and Statement of Disbursements Summary Schedule for the Period of August 1, 2020 to August 31, 2020

WEST CHESTER AREA SCHOOL DISTRICT  
 SEPTEMBER 29, 2020  
 STATEMENT OF DISBURSEMENTS SUMMARY  
 FOR THE PERIOD AUGUST 1, 2020 - AUGUST 31, 2020

GENERAL FUND DISBURSEMENTS	63,310,857.36
includes Technology, Federal Programs and any Special State Funds	
BILLS PAID	10,310,857.36
INVESTMENTS	53,000,000.00
CAPITAL RESERVE FUND	119,747.51
CAPITAL PROJECTS FUND	1,519,414.31
SPECIAL REVENUE - Athletics	2,483.40
TRUST FUNDS	0.00
CAFETERIA	704.57
STUDENT ACTIVITY FUND DISBURSEMENTS	8,102.00
TRUST AND AGENCY FUND DISBURSEMENTS	<u>11,613.66</u>
TOTAL DISBURSEMENTS	<u><u>64,972,922.81</u></u>

NOTE: A copy of the details of the above disbursements is available for  
 review from the Board Secretary.

2. Approval of the August 31, 2020 Financial Report

**On roll call vote to approve the above Consent Agenda Items, all members present voted "aye." Motion carried 9-0.**

## IX. School Board Reports

*Education Committee—Mrs. Tiernan*

### A1. Approval of the Election of Daniel O’Keefe, PSBA Vice President

**BOARD ACTION:** It was moved by Mrs. Tiernan and seconded by Mr. Bevilacqua to approve the election of Daniel O’Keefe, PSBA Vice President.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

***Personnel Committee—Dr. Herrmann***

**C1. Approval of Revised Policy 323, Smoking, Tobacco, and Vaping Products – Employees (formerly known as Tobacco/Nicotine), First Reading**

***BOARD ACTION:*** It was moved by Dr. Herrmann and seconded by Mr. Spackman to approve the Revised Policy 323, Smoking, Tobacco, and Vaping Products – Employees (formerly known as Tobacco/Nicotine), First Reading

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

**C-2. Approval of 2020-21 Board Goals**

***BOARD ACTION:*** It was moved by Dr. Herrmann and seconded by Ms. Chester to approve 2020-21 Board Goals

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

**C-3. Approval of Technology Department Reorganization**

***BOARD ACTION:*** It was moved by Dr. Herrmann and seconded by Mr. Bevilacqua to approve the Technology Department Reorganization

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

**C-4. Approval of New Director of Equity and Assessment Position and Job Description**

***BOARD ACTION:*** It was moved by Dr. Herrmann and seconded by Mr. Gallen to approve the New Director of Equity and Assessment Position and Job Description

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

**X. Other Business**

**X-3. APPROVAL OF REVISIONS TO THE PHASED SCHOOL REOPENING HEALTH AND SAFETY PLAN FOR SY 2020-21**

***BOARD ACTION:*** It was moved by Mr. Bevilacqua and seconded by Mr. Durnell to approve the revisions to the phased school reopening health and safety plan for school year 2020-21.

**On roll call vote, six members present voted “aye” with Ms. Chester, Mr. Gallen, and Dr. Shaw voting “nay”. Motion carried 6-3.**

**XI. Comments from Residents**

There were no comments from residents.

*Mr. McCune read the following quote, “The greatest glory in living lies not in never falling, but in rising every time we fall.” ~Nelson Mandela*

**XII. Adjournment**

**BOARD ACTION:** On motion by Mr. Spackman, seconded by Ms. Chester, the Board, on voice vote, agreed to adjourn at 10:30 p.m.

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Board Secretary

**I. Removal from Payroll**

a.	Resignations
1.	Joseph Dell’Arciprete, 1.0 Science Teacher at Stetson MS effective TBD.
b.	Retirements
1.	Valerie Cooper, 1.0 Paraprofessional, Henderson High School, effective 10/23/20 with 14 years of service.
2.	Michele Macpherson, 1.0 Office Assistant/Library Aide, East Goshen Elementary School, effective 10/19/20 with 12 years of service.
c.	Deceased
1.	Ronald Pernsley, Custodian at Henderson High School, passed away on 10/2/20. He served 40 years in the District. Mr. Pernsley’s dedication to the District will be greatly missed.

**II. Additions to Payroll**

a.	Professional Staff: Contract	
1.	Alicia Culleton	
	Placement	1.0 Music Teacher at East Bradford ES, Temporary Professional Employee (Non-Tenured), effective 10/26/2020, Level 3, Step 4, \$53,200.
	Education	Immaculata University 2010-2013, Education K-12; University of Maine 2008-2010, BS in Music
	Experience	Collegium Charter School Music Teacher 2018-2020, WCASD .4 Music Teacher 2015-2018.
	Certification	Instructional I Music PK-12
2.	Jaqueline Jilek	
	Placement	1.0 1 <sup>st</sup> Grade Teacher at East Bradford ES, Temporary Professional Employee (Non-Tenured), effective 8/31/2020, Level 1, Step 1, \$46,000
	Education	West Chester University 2016-2017, BS in Education, PreK-4, Delaware County Community College, 2013-2015, Associates Degree in General Studies
	Experience	Long Term Substitute, East Bradford ES April-June 2019, WCASD Building Substitute, East Bradford ES 2018-present.
	Certification	Instructional I Grades K-4
3.	Mary Vinciguerra	
	Placement	1.0 Spanish Teacher at Henderson HS, Temporary Professional Employee (Non-Tenured), effective TBD, Level 1, Step 4, \$51,200.
	Education	East Carolina University 2019-2020, Penn State University 2013-2017, Bachelor of Arts in Anthropology and Spanish
	Experience	Spanish Elementary Teacher (k-5), Root ES, 2018-2020, Substitute Teacher, 2017-2018
	Certification	Instructional 1 Spanish K-12

Recommendations

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b. Professional Staff: Long Term Substitute	
1. Tara Czerwinski	
Placement	1.0 English Teacher at Peirce MS, Temporary Professional Employee (Non-Tenured), effective TBD, Level 1, Step 1, \$46,000. During Ms. Bailey’s leave of absence.
Education	Wilmington University, 2006-2007, Masters of Education in Secondary School Counseling; Hofstra University, 1997-1998, Masters in Secondary English Education; Lafayette College 1991-1994, BA in English.
Experience	Substitute Teacher Kelly Educational Services, 2017-2020, English Language Arts Teacher, Baltimore and Cecil County School Districts, MD 2004-2007, English Language Arts Teacher, East Meadow Union Free School District, Jericho Public Schools and Locust Valley School District, NY 1997-2004.
Certification	Instructional I English 7-12, Instructional I Secondary School Counseling 7-12.
2. Viviana Diaz-Perez	
Placement	1.0 ELD Teacher at Henderson HS, Temporary Professional Employee (Non-Tenured), effective 10/23/20, Level 1, Step 1, \$46,000. During Ms. Salazar’s leave of absence.
Education	Brigham Young University-Idaho, Bachelor of Arts, 2015-2019
Experience	CCRES Special Education Paraprofessional 2019-2020
Certification	Instructional I Art K-12; Type 01 Emergency Certification Program Specialist (Pending)
3. Kevin Duell	
Placement	1.0 Reading Teacher at Fugett Middle MS, Temporary Professional Employee (Non-Tenured), effective 8/31/20, Level 1, Step 1, \$46,000. During Ms. Slack’s leave of absence.
Education	University of Kentucky, Bachelor of Business Administration, 1990-1992, Masters of Arts and Teaching 1998-2005
Experience	WCASD Building Substitute 2016-present, West Clermont Local School District Fifth Grade Teacher 2015-2016, Loveland City Schools Substitute Teacher 2013-2015, Lakota Local Schools First Grade, Fourth Grade, Sixth Grade, Second Grade 2001-2013.
Certification	Instructional I Grades 4-8, All Subjects 4-6, Social Studies 7-8
4. Jessica Lefner Tighe	
Placement	.8 Art Teacher: .6 Glen Acres ES/.2 Cyber Program, Temporary Professional Employee (Non-Tenured), effective TBD, Level 1, Step 1, \$36,800. During Ms. Mittman’s leave of absence.
Education	West Chester University 2003-2006, Bachelor of Fine Arts
Experience	Lead Teacher, International Montessori School, 2018-2020; Art Teacher, Thomas Edison Charter School, 2011-2017
Certification	Instructional I Art K-12

5. Gennaro NiCastro	
Placement	1.0 Math Teacher at Rustin High School, Temporary Professional Employee (Non-Tenured), effective TBD, Level 1, Step 1, \$46,000. During Ms. D’Agostino’s leave of absence.
Education	Cabrini University, 2006, Masters in Secondary Education, 2003, BS in Mathematics
Experience	Special Education Teacher, Pathway School 2019-2020; Secondary Math Educator, School of Future, 2013-2019; Secondary Math Teacher, University City HS, 2008-2013
Certification	Instructional I Math
6. Alyssa Rothemich	
Placement	1.0 2 <sup>nd</sup> Grade Teacher at Cyber Program, Temporary Professional Employee (Non-Tenured), effective 9/24/2020, Level 1, Step 1, \$46,000. During Ms. Hoban’s leave of absence.
Education	West Chester University 2015-2019, BS in Education, Prek-4, Special Education (PreK-8)
Experience	Long Term Substitute Teacher, First Grade Springfield Literacy Center, Springfield SD, August-November 2019 and December 2019-April 2020
Certification	Instructional I Grades PK-4, Instructional I Special Education PK-8
c. Administrative Staff: Temporary Administrator	
1.	Approval of independent contractor agreement with Barry Desko to serve as temporary administrator at Peirce MS at a rate of \$550/day, effective on or about 11/16/20 through 12/20/20.
d. Support Staff: Non Bargaining-None	
e. Support Staff: Contract - None	
f. Support Staff: Substitute-None	

**III. Personnel Events**

a. Status Change

	Name	Type	From	To	Effective Date	Salary
1.	Donna Benyo	Support	1.0 Database Specialist	1.0 Application Service Specialist	10/13/2020	Group 10, Step 7, \$31.22/hr.
2.	Allen (Gary) Butcher	Service Support	.5 Custodian at Starkweather ES	1.0 Custodian at Spellman	10/26/2020	Group 4, Step 1, \$18.07/hr.
3.	Dr. Shawn Cruice	Administrative	1.0 Assistant Principal Peirce MS	1.0 Principal Westtown-Thornbury ES	11/16/2020	\$134,998

Recommendations  
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	<b>Name</b>	<b>Type</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>	<b>Salary</b>
4.	Hubert Lampzey	Service Support	.5 Custodian at Glen Acres ES	1.0 Custodian at Spellman	10/14/2020	Group 4, Step1, \$18.07/hr.
5.	Patrick Lesniak	Support	1.0 Database Specialist	1.0 Application Service Specialist	10/13/2020	Group 10, Step 8: \$32.16/hr.
6.	Mary Printz	Support	1.0 Database Specialist	1.0 Application Service Specialist	10/13/2020	Group 10, Step 10: \$35.50/hr.
7.	Patrick Seningen	Support	1.0 Network Specialist	1.0 Network Engineer	10/13/2020	Group 11, Step 10 \$41/hr.
8.	Michael Stoffa	Support	1.0 Network Specialist	1.0 Network Engineer	10/13/2020	Group 11, Step 10 \$41/hr.
9.	Heather Thomas	Support	1.0 Network Specialist	1.0 Network Engineer	10/13/2020	Group 11, Step 10 \$41/hr.
10.	Tashara Wesley	Service Support	.5 Custodian at Exton ES	1.0 Custodian at Spellman	10/20/2020	Group 4, Step 1, \$18.07/hr.

b. Involuntary Transfer

	<b>Name</b>	<b>Type</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
1.	Inez Amen	Professional	1.0 ELD at Fern Hill ES	1.0 ELD at Starkweather ES	10/19/2020
2.	Melinda Benson	Professional	0.4 Speech/Language at East Goshen ES/ 0.4 Speech/Language at Fern Hill ES/ 0.2 Speech/Language at Cyber Program	0.8 Speech / Language at Fern Hill ES/ 0.2 Speech/Language at Cyber Program	10/19/2020
3.	Kathleen Corcoran	Professional	1.0 ELD at Peirce MS	.6 ELD at Peirce MS/.4 ELD at Starkweather ES	10/19/2020
4.	Laura Ebert	Professional	1.0 Autistic Support at East Goshen ES	1.0 Autistic Support at Exton ES	10/19/2020

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	<b>Name</b>	<b>Type</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
5.	Alexander Fad	Professional	.8 FCS at Stetson MS	.7 FCS at Stetson MS/.1 FCS Cyber Program (Q3 & Q4)	10/20/2020
6.	Kristen Gaudiello	Professional	0.1 ELD at Penn Wood ES/ 0.4 ELD Peirce MS (All Remote)	.5 ELD at Penn Wood ES	10/19/2020
7.	Erin Hadfield	Professional	1.0 Autistic Support at East Goshen ES	1.0 Autistic Support at Fern Hill ES	10/19/2020
8.	Ashlyn Kahlenberg	Professional	1.0 ELD at Fern Hill ES	1.0 ELD at Westtown-Thornbury ES	10/19/2020
9.	Robin King	Professional	1.0 ELD at Starkweather ES	1.0 ELD at Hillsdale ES	10/19/2020
10.	Kathryn LaRosa	Professional	0.4 Speech/Language at East Goshen ES/ 0.4 Speech/Language at Exton ES/ 0.2 Speech Language at Cyber Program	0.8 Speech/Language at Exton ES/ 0.2 Speech/Language at Cyber Program	10/19/2020
11.	Mackenzie Lindenberger	Professional	1.0 Autistic Support at East Goshen ES	1.0 Autistic Support at Fern Hill ES	10/19/2020
12.	Jillian Lisowski	Professional	1.0 Autistic Support at East Goshen ES	1.0 Autistic Support at Exton ES	10/19/2020
13.	Erika Litofsky	Professional	0.8 ELD at Hillsdale ES/ 0.2 ELD 5th grade at Cyber Program	1.0 ELD at Hillsdale ES	10/19/2020
14.	Christine Miller	Professional	0.8 ELD at Fern Hill ES/ 0.2 ELD 4th Grade at Cyber Program	1.0 ELD at Fern Hill ES	10/19/2020
15.	Laura Raws	Professional	0.6 ELD at East Bradford ES/ 0.4 ELD Cyber Program	1.0 ELD at East Bradford ES	10/19/2020
16.	Nicole Verbos	Professional	1.0 Autistic Support at East Goshen ES	1.0 Autistic Support at Exton ES	10/19/2020

	Name	Type	From	To	Effective Date
17.	Ryan Walter	Professional	1.0 Learning Support/Life Skills at Starkweather ES	1.0 Learning Support/Life Skills at Westtown-Thornbury ES	10/19/2020
18.	Michelle West	Professional	1.0 ELD at Fern Hill ES	1.0 ELD at Peirce MS	10/19/2020

c. Voluntary Transfer-None

#### IV. Personnel Leave

a. Sabbatical Leave

	Name	Position	Effective Date	Ending Date
1.	Elena Castilla	1.0 Gifted Resource Teacher at Henderson HS	11/30/2020	6/17/2021
2.	Carla Madiro	1.0 Spanish Teacher at Peirce MS	8/23/2021	Last day for teachers June 2022.
3.	Joy Mittman	.8 Art Teacher (.6 Glen Acres ES/.2 Cyber Academy)	1/4/2021	6/17/2021
4.	Megan Schell	1.0 Special Education Teacher at Peirce MS	1/26/2021	End of the 2 <sup>nd</sup> market period 2022
5.	Jennifer Virtue-Baer	1.0 3 <sup>rd</sup> Grade Teacher at Glen Acres ES	1/26/2021	6/17/2021

b. Unpaid Leave

	Name	Position	Effective Date	Ending Date
1.	Margaret Friese	1.0 Paraprofessional at Glen Acres ES	10/22/2020	5/3/2021

#### V. Additional Information

1.	Dr. Kristen Barnello will receive a \$5,000 stipend (\$2,500 per month for September and October 2020) for her work in the WC Cyber Program.
2.	Kyle Burns, Day Custodian at Exton Elementary School, has moved to Grounds Mechanic III at Warehouse on a temporary basis from 9/14/2020 to 10/30/2020. He is moving from Group 5, Step 4 (\$23.84/hr.) to Group 3, Step 4 (\$25.68/hr.)
3.	Dr. Rebecca Eberly will receive a \$5,000 stipend (\$2,500 per month for September and October 2020) for her work in the WC Cyber Program.
4.	Sandi DiNardo's start date was 10/8/2020.
5.	Erin Kraynie's last day was 10/23/2020.
6.	Donna Subers' start date was 10/15/20.
7.	The following support staff in Group 1 were/are temporarily reassigned to Group 1B for their work in the Brick and Mortar ELD/Special Education programs at Fern Hill Elementary School and Henderson High School: -Vivian Borocharner, Elementary, 2 days/wk., September 17 until October 16 -Sharon Duffy, Elementary, August 31 until October 16

Recommendations

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	<ul style="list-style-type: none"> <li>-Donna Gosik, Elementary, August 31 until October 16</li> <li>-Donna Marino, Elementary, August 31 until October 16</li> <li>-Mary Endrey, Secondary, August 31 until November 4</li> <li>-Hester Davenport, Secondary, August 31 until November 4</li> <li>-Barbara Bell, Secondary, August 31 until November 4</li> </ul>
8.	In accordance with the PA State Auditors recommendation, the following list of drivers, employed by our transportation contractors Krapf's and On the Go Kids, require School Board approval. The credentials and security clearances for each of these drivers has been verified to be in compliance with our transportation carrier contracts and have been vetted through the WCASD Transportation Office:

First Name	Last Name	Drivers/Aides
Terre	Baker	Driver
Steve	Batcher	Driver
Bert	Bellano	Driver
Courtney	Beyer	Driver
Becky	Cagle	Driver
Kerri	Caranza	Driver
Karen	Cassidy	Driver
Katie	Chatman-Royce	Driver
Janice	Cirwithian-Barr	Driver
James	Coll	Driver
Janet	Conlon	Driver
Kelle	Corporal	Driver
Joanne	Cowan	Driver
Michelle	Dipretore	Driver
Lisa	Downing	Driver
Michele	Esworthy	Driver
Lisa	Festa	Driver
Janet	Gincley	Driver
Julie	Girafalco	Driver
Kelli	Gustatis	Driver
Valorie	Guthrie	Driver
Marissa	Johnson	Driver
Fritz	Johnson	Driver
Akira	Kitchener	Driver
Jessica	Kolodziejek	Driver
Olive	Kosasih	Driver
Jean	Lewis	Driver
Sandy	Liss	Driver
Rodney	Lomax	Driver
Tony	Marrongelli	Driver
Terry	Massamini	Driver
Terri	McFalls	Driver

First Name	Last Name	Drivers/Aides
Shawn	McGlinchey	Driver
Lynn	McGlynn	Driver
Falishia	Medley	Driver
Anna	Mooney	Driver
Richard	Moran	Driver
Ashley	Murphy	Driver
Lynzie	Orlando	Driver
Lorpu	Piliporlor	Driver
Stacy	Pollard	Driver
Teyse	Pollard	Driver
Stephanie	Reid	Driver
Corrine	Reyes-Peazzoni	Driver
Tammy	Rutledge	Driver
Cheryl	Sabb	Driver
Stacey	Savard	Driver
Harold	Savidge	Driver
Alison	Sload	Driver
Debra	Smith	Driver
Bonnie	Smith	Driver
Terri	Snow	Driver
Rana	Soliman	Driver
Jackie	Thornton	Driver
Peter	Tidball	Driver
Debra	Tinsman	Driver
Yan Ming	Wong	Driver

**VI. Supplemental Contracts**

Last Name	First Name	Location	Season	Step	% of Contract	Total Contract	Position Title
<b>'20-'21 Additions:</b>							
Agudelo	Christian	FMS	Winter	1	100.00%	\$3,080.00	Head Wrestling Coach
Agudelo	Christian	FMS	Winter	1	100.00%	\$924.00	6th Grade Wrestling Coach
Ascareggi	James	SMS	Fall	1	100.00%	\$2,464.00	Head Volleyball Coach
Brown	Alyssa	EHS	Winter	1	100.00%	\$4,312.00	Asst. Girls Basketball Coach
Culleton	Alicia	EBE	Annual	1	80.00%	\$492.80	School Chorus & Musical
Egleston	Amanda	SMS	Fall	2	100.00%	\$2,205.00	Asst. Girls Soccer Coach

Recommendations  
 Supplement to the Agenda – October 26, 2020 - p.9

Last Name	First Name	Location	Season	Step	% of Contract	Total Contract	Position Title
Krasley	Kayla	District	Annual	2	33.00%	\$935.55	Honors Chorus - Elementary
Oliver	Michael	PWE	Annual	1	100.00%	\$924.00	Safety Patrol Coordinator
Mangold	Linda	District	Annual	6	33.00%	\$1,205.82	Honors Chorus - Elementary
Monaghan	John	RHS	Winter	6	100.00%	\$7,714.00	Head Swimming Coach
Peck	James	SMS	Annual	1	100.00%	\$1,232.00	7th Grade Team Leader
Seagraves	Annie	PWE	Annual	1	50.00%	\$1,386.00	Computer Coordinator
Schorn	James	FMS	Fall	1	100.00%	\$2,772.00	Asst. Football Coach
Smith	David	RHS	Fall	4	100.00%	\$2,760.00	Asst. Boys Cross Country Coach
Wildermuth	Timothy	PMS	Fall	1	100.00%	\$2,156.00	Asst. Boys Soccer Coach
<b>Removals:</b>							
DellArciprete	Joseph	SMS	Winter	3	100.00%	\$3,240.00	Head Wrestling Coach
<b>Adjustments:</b>							
Bacon	Anthony	RHS	Winter	2	100.00%	\$4,410.00	Asst. Girls Basketball Coach
Nicholson	Kristina	RHS	Winter	4	50.00%	\$2,576.00	Asst. Girls Basketball Coach
Oliver	Michael	PWE	Annual	3	100.00%	\$2,916.00	After School Intramurals
Toole	Robert	EHS	Fall	1	25.00%	\$1,001.00	Color Guard

Recommendations  
 Supplement to the Agenda –ADDENDUM – 2020.10.26. p.1

- I. Removals from Payroll - None
- II. Additions to Payroll
  - a. Professional Staff: Contract - None
  - b. Professional Staff: Long Term Substitute - None
  - c. Administrative Staff: Contract - None
  - d. Support Staff: Contract

1.	Yenys Mundell	
	Placement	1.0 2 <sup>nd</sup> Shift Custodian at District, 8 hrs./day, 5 days/week, 260 days/year, effective 11/10/20, Group 5, Step 1, \$18.30.
2.	Manuel Polanco	
	Placement	1.0 2 <sup>nd</sup> Shift Custodian at District, 8 hrs./day, 5 days/week, 260 days/year, effective TBD, Group 5, Step 1, \$18.30.

- e. Support Staff: Substitute - None
- III. Personnel Events - None
- IV. Personnel Leave - None
- V. Additional Information - None
- VI. Supplemental Contracts

<u>Last Name</u>	<u>First Name</u>	<u>Location</u>	<u>Season</u>	<u>Step</u>	<u>% of Contract</u>	<u>Total Contract</u>	<u>Position Title</u>
<b>Additions: None</b>							
<b>Removals:</b>							
Chambers	Paul	RHS	Winter	6	32%	\$1,818.88	Asst. Boys Basketball Coach
Mangold	Linda	PWE	Annual	5	50%	\$1,714.50	Computer Coordinator
Wood	Tyler	RHS	Winter	3	33.30%	\$1,510.48	Asst. Wrestling Coach
<b>Adjustments: None</b>							

**WEST CHESTER AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

Monday, October 26, 2020

7:00 PM

Livestream

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**CONSENT AGENDA**

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I recommend the Board approve the following consent agenda items:

IX. School Board Reports

Education

1. Approval of Revised Policy 904, Public Attendance at School Events, Second Reading
2. Approval of Revised Policy 907, School Visitors, Second Reading
3. Approval of Revised Policy 203, Immunizations/Communicable Diseases, Second Reading
4. Approval of Revised Policy 209, Health Examinations/Screenings, Second Reading

Pupil Services

1. Approval of one (1) Special Education Settlement Agreement

Personnel

Property & Finance

1. Approval of Revised Board Policy 705, Safety, Second Reading
2. Approval to Commit/Assign Fund Balances and to Complete Transfers from the General Fund to Other Funds
3. Approval of Change Orders – Renovations and Additions to East Goshen Elementary School
4. Approval of Change Orders – Construction of Greystone Elementary School
5. Approval of 2019-20 Budget Transfers

X. Other Business

1. Approval of School Board Treasurer's Report and Statement of Disbursements Summary Schedule for the Period of September 1, 2020 to September 30, 2020
2. Approval of the September 30, 2020 Financial Report
3. Approval of Revisions to Phased School Reopening Health and Safety Plan for SY 2020-21

**Responsible Staff: Dr. Scanlon**

***Background***

These action items are either routine or high consensus items and may not require discussion by the Board. If any Board member wishes to discuss any action item, the Board President will move it from the consent agenda to its appropriate place on the regular agenda.



**WEST CHESTER AREA SCHOOL DISTRICT**

**Education Committee**

**October 26, 2020**

**Action Items**

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**Approval of Revised Policy 203 Immunizations/Communicable Diseases, Second Reading**

Approval is requested of Revised Policy 203 Immunizations/Communicable Diseases, Second Reading.

*I so move.*

**Approval of Revised Policy 209 Health Examinations/Screenings, Second Reading**

Approval is requested of Revised Policy 209 Health Examinations/Screenings, Second Reading.

*I so move.*

**Approval of Revised Policy 904 Public Attendance at School Events, Second Reading**

Approval is requested of Revised Policy 904 Public Attendance at School Events, Second Reading.

*I so move.*

**Approval of Revised Policy 907 School Visitors, Second Reading**

Approval is requested of Revised Policy 907 School Visitors, Second Reading.

*I so move.*



**WEST CHESTER AREA SCHOOL DISTRICT  
Education Committee**

**Meeting Minutes  
October 12, 2020  
Virtual Meeting  
Start: 6:32 pm Finish: 7:08 pm**

**Attending Committee Members:** Sue Tiernan (Chair), Joyce Chester, Daryl Durnell,

**Other Board Members:** Karen Herrmann, Chris McCune, Randell Spackman

**Administration:** Jim Scanlon, Robert Sokolowski, Leigh Ann Ranieri, Sara Missett, Tammi Florio, Michael Wagman, Steve Werner

**Items on Agenda-**

- Approval of the September 21, 2020 Education Committee Meeting Minutes
- 2020 Effectiveness Measures Report
- 2020 Advanced Placement Achievement
- 2020 SAT Report

**October Education Committee Agenda Item actions/outcomes to be placed on October 26  
Agenda for board approval:**

<b>Agenda Item</b>	<b>Vote</b>
Approval of the Education Committee Portion of the Combined Education/Property and Finance Committee Meeting Minutes – September 21, 2020	<b>3-0</b>

**Policies and Administrative Guidelines for 2<sup>nd</sup> reading approval on the upcoming Board  
Consent Agenda:**

- Approval of Revised Policy 904 Public Attendance at School Events
- Approval of Revised Policy 907 School Visitors
- Approval of Revised Policy 203 Immunizations/Communicable Diseases
- Approval of Revised Policy 209 Health Examinations/Screenings

**D. Items to be discussed at a later date:** None



Book	Policy Manual
Section	200 Pupils
Title	Immunizations and Communicable Diseases
Code	203
Status	Second Reading
Adopted	August 1, 2015
Last Reviewed	March 23, 2015

### **Authority**

In order to safeguard the school community from the spread of certain communicable diseases, the Board requires that **guidance and orders from state and local officials**, established **Board** policy and administrative regulations, **and Board-approved health and safety plans** be followed by students, parents/guardians, and district staff.[\[1\]](#)[\[3\]](#)

### **Definitions**

**Certificate of Immunization - the official form furnished by the Pennsylvania Department of Health. The certificate is filled out by the parent/guardian or health care provider and signed by the health care provider, public health official or school nurse or a designee. The certificate is given to the school as proof of full immunization. The school maintains the certificate as the official school immunization record or stores the details of the record in a computer database.**[\[3\]](#)

**Medical Certificate - the official form furnished by the Pennsylvania Department of Health setting out the immunization plan for a student who is not fully immunized, filled out and signed by a physician, certified registered nurse practitioner or physician assistant, or by a public health official when the immunization is provided by the Department of Health or a local health department, and given to a school as proof that the student is scheduled to complete the required immunizations.**

### **Guidelines**

#### Immunization

All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons.

A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.[\[2\]](#)

**A student shall be exempt from immunization requirements only if the parent/guardian objects in writing to such immunization on religious grounds and specifies the religious**

**grounds which are the basis for the requested exemption; or where a physician certifies that the student's medical condition contraindicates immunization, that is, that the immunization would be detrimental to the student's health.**

A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons or provisionally admitted by the Superintendent **or designee after beginning a multiple dose vaccine series and submitting proof of immunization or a medical certificate on or before the fifth school day of attendance, or in accordance with programs or guidance established by the PA Department of Health.**[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

~~A student shall be exempt from immunization requirements only if the parent/guardian objects in writing to such immunization on religious grounds and specifies the religious grounds which are the basis for the requested exemption; or where a physician certifies that the student's medical condition contraindicates immunization, that is, that the immunization would be detrimental to the student's health.~~[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

**Homeless students who have not been immunized or are unable to provide immunization records due to being homeless shall be admitted in accordance with the provisions of applicable law and regulations.**[\[5\]](#)[\[8\]](#)[\[9\]](#)

**Foster care students and students transferring into a school within the Commonwealth shall be admitted in accordance with law and regulations, and shall have thirty (30) days to provide proof of immunization, a medical certificate detailing the plan to complete a multiple dose vaccine series or to satisfy the requirements for an exemption.**

Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the head nurse.[\[3\]](#)

Students attending child care group settings located in a school, a pre-kindergarten program, or an early intervention program operated by the district shall be immunized in accordance with the Advisory Committee on Immunization Practices (ACIP) standards.[\[7\]](#)

The Superintendent or designee shall:

1. Ensure that parents/guardians are informed prior to a student's admission to school of the requirements for immunization, and the requisite proof of immunization.[\[2\]](#)[\[3\]](#)[\[5\]](#)[\[6\]](#)[\[8\]](#)
2. Process an exemption requested by a parent/guardian if the prerequisites for an exemption herein are met.
3. Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.

The Superintendent or designee shall report immunization data ~~on the required form~~ **electronically** to the PA Department of Health by ~~October 15~~ **December 31** of each year. **If the district is unable to complete the report electronically, the Superintendent or designee shall report the immunization data on the required form to the PA Department of Health by December 15.** [\[9\]](#)

### Communicable Diseases

The Board authorizes **directs** that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the PA Department of Health **or guidance from state or local health officials** for certain specified diseases and infectious conditions.[\[10\]](#)[\[11\]](#)[\[12\]](#)

Parents/Guardians shall be notified of this policy at the beginning of the school year, and that during the school year it may be necessary for a student to be excluded from school due to communicable disease. Parents/Guardians of a student needing to be excluded shall be notified and required to come to school or have a designated emergency contact come to school to transport the student home or to an appropriate place of care. Students may return to school when the criteria for readmission following a communicable disease, as set forth in law, regulations or guidance from state or local health officials, have been met.

The Board directs school staff to request emergency contact information from parents/guardians of students at the beginning of each school year and request that it be updated as necessary during the school year.

The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the PA Department of Health.[\[13\]](#)[\[14\]](#)[\[15\]](#)

The Superintendent or designee shall direct that health guidelines, **Board-approved health and safety plans**, and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.

Instruction regarding prevention of communicable and life-threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.[\[16\]](#)

Parents/Guardians shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life-threatening diseases **in accordance with Board Policy**.[\[16\]](#)[\[17\]](#)[\[18\]](#)

#### Health Records

A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.[\[19\]](#)[\[20\]](#)

All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the parent/guardian. **The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.**

## Legal

1. 28 PA Code 23.81 et seq
  2. 28 PA Code 23.85
  3. 24 P.S. 1303a
  4. 22 PA Code 11.20
  5. 28 PA Code 23.83
  6. 28 PA Code 23.84
  7. 28 PA Code 27.77
  8. Pol. 200
  9. 28 PA Code 23.86
  10. 28 PA Code 27.71
  11. 28 PA Code 27.72
  12. Pol. 204
  13. 28 PA Code 27.1
  14. 28 PA Code 27.2
  15. 28 PA Code 27.23
  16. 22 PA Code 4.29
  17. 22 PA Code 4.4
  18. Pol. 105.1
  19. 24 P.S. 1402
  20. Pol. 209
  21. 24 P.S. 1409
- Pol. 000
- Pol. 105.2



Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Code	209
Status	Second Reading
Adopted	August 1, 2015
Last Revised	July 27, 2020
Prior Revised Dates	6/26/2017

### **Authority**

In compliance with ~~the School Code~~, **applicable law and regulations, and Board-approved health and safety plans**, the Board shall require that district students submit to health and dental examinations, **screenings and health monitoring** in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety, and physical education courses meets ~~his/her~~ **the student's** individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

### **Guidelines**

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[\[2\]](#)[\[4\]](#)[\[5\]](#)

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[\[3\]](#)[\[4\]](#)[\[5\]](#)

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[\[5\]](#)

The Superintendent or his/her designee shall develop guidelines for head lice (209AG1-Guidelines for Head Lice) and for comprehensive health and/or dental exam deadlines (209AG2-Guidelines for State Mandated Comprehensive Health and Dental Exams).

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[\[2\]](#)[\[4\]](#)[\[6\]](#)

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and

notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[\[7\]](#)[\[8\]](#)[\[9\]](#)

A student who presents a statement signed by the parent/guardian that a ~~medical~~ **health** examination is contrary to ~~his/her~~ **the student's or parent's/guardian's** religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that ~~the student~~ **certain conditions** would present a substantial menace to the health of others in contact with the student if the student is not examined **for those conditions**.[\[10\]](#)[\[11\]](#)

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school personnel shall arrange a special ~~medical~~ **health** examination for the student.[\[2\]](#)[\[4\]](#)[\[12\]](#)

In the event that the parent/guardian objects to or refuses to obtain a regular or special ~~medical~~ **health** or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the Pennsylvania Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[\[13\]](#)[\[14\]](#)

### **Health Monitoring**

**The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan.**[\[15\]](#)

**A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted.**[\[16\]](#)

**A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.**[\[16\]](#)[\[17\]](#)

**Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy.**

### **Health Records**

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the result of tests, measurements, regularly scheduled examinations and special examinations.[\[2\]](#)

All health records shall be confidential and shall be disclosed only when necessary for the health of the student, when requested by the parent/guardian, in accordance with law and Board policy, or as

otherwise may be required by law.[\[15\]](#)[\[16\]](#)[\[17\]](#)

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)[\[20\]](#)

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[\[15\]](#)

The district shall destroy student health records in accordance with the district's records retention schedule and consistent with law.[\[15\]](#)[\[21\]](#)

### **Delegation of Responsibility**

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate ~~serious~~ health **concerns** ~~problems~~ or disability and to promptly report such conditions to the school nurse **or designated staff**.[\[2\]](#)

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[\[12\]](#)

- Legal
1. 24 P.S. 1401
  2. 24 P.S. 1402
  3. 24 P.S. 1403
  4. 22 PA Code 12.41
  5. 24 P.S. 1407
  6. 28 PA Code 23.1 et seq
  7. 24 P.S. 1405
  8. 28 PA Code 23.2
  9. 20 U.S.C. 1232h
  10. 24 P.S. 1419
  11. 28 PA Code 23.45
  12. 24 P.S. 1406
  13. 23 Pa. C.S.A. 6311
  14. Pol. 806
  15. 24 P.S. 1409
  16. Pol. 113.4
  17. Pol. 216
  18. 20 U.S.C. 1232g
  19. 34 CFR Part 99
  20. Pol. 805
  21. Pol. 800
  - 24 P.S. 1401-1419
  - 22 PA Code 403.1
  - 23 Pa. C.S.A. 6301 et seq





Book	Policy Manual
Section	900 Community
Title	Public Attendance at School Events
Code	904
Status	Second Reading
Adopted	August 1, 2015
Last Reviewed	July 27, 2015

### **Purpose**

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities **and health and safety** during such events. **This policy establishes conditions, restrictions, and procedures to regulate public attendance and conduct at school and school-sponsored activities.**

### **Definition**

**State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including the product marketed as Juul and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with law, shall be defined to include the following:**[\[1\]](#)[\[2\]](#)

- 1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.**
- 2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.**
- 3. Any product containing, made or derived from either:**
  - 1. Tobacco, whether in its natural or synthetic form; or**
  - 2. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.**
- 4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.**

**The term tobacco product does not include the following:**[\[1\]](#)[\[2\]](#)

1. **A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.**
2. **A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. Federal law requires the district to maintain a drug-free environment, at which marijuana of any kind is prohibited.**[3][4]

~~Tobacco~~ – for purposes of this policy, ~~tobacco~~ includes a lighted or unlighted cigarette, cigar, pipe, or other smoking product or material and smokeless tobacco in any form.[1]

### **Authority**

The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. **The Superintendent or designee and building principal may limit attendance to designated areas or may limit the number of attendees to school events when necessary to protect the health and safety of students, staff and the public, in accordance with Board-approved health and safety plans and guidance from state and local officials.**

The Board prohibits gambling and the possession and use of controlled substances prohibited by state or federal law, alcoholic beverages and weapons on school premises.[5][6]

**Attendees shall be informed of the district's health and safety rules through announcements and posting of appropriate signage. Health and safety rules must be followed prior to entry and while attendees are in school buildings and on school property, in accordance with Board policy, district procedures, the Board-approved health and safety plans and guidance from state and local officials.**[7]

### **Guidelines**

~~A schedule of fees for attendance at school events shall be prepared by the Superintendent or his/her designee and adopted by the Board.~~

### **Tobacco and Vaping Products**

The Board prohibits **use of tobacco use and vaping products, including the product marketed as Juul and other e-cigarettes**, by any persons in its school buildings and on any property, school buses, vans, and vehicles that are owned, leased, or controlled by the school district.[1][4]

**This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by members of the public of legal age at school or school-sponsored activities.**

**The Board deems it to be a violation of this policy for an individual in attendance at school or a school-sponsored activity to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a minor.**

### **Delegation of Responsibility**

**A schedule of fees for attendance at school events shall be prepared by the Superintendent or his/her designee and adopted by the Board.**

**The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.**

## **Reports**

### ***Law Enforcement Incident Report -***

~~The Superintendent or his/her designee may report incidents involving the sale of tobacco to minors by any person on school property, at any school sponsored activity, or on a conveyance providing transportation to or from a school or school sponsored activity to the local police department that has jurisdiction over the school's property, i~~ In accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies, **the Superintendent or designee may report to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, the use or sale of tobacco or vaping products, including Juuls and other e-cigarettes, by any person in a school building; on a school bus or other vehicles that are owned, leased, or controlled by the school district; or on any property owned, leased, or controlled by the school district.**

### ***Office for Safe Schools Report -***

~~In accordance with state law, t~~ The Superintendent shall annually, by July 31, report all incidents of **prohibited possession, use or sale of tobacco and vaping products, including Juuls and other e-cigarettes,** by any person on school property to the Office for Safe Schools on the required form. [10][[11](#)].

~~The district shall annually notify staff, parents/guardians, and members of the public about the district's tobacco policy by publishing such in handbooks, newsletters, posted notices, or other efficient methods.~~[\[1\]](#)

~~Building administrators shall be responsible for enforcing this policy in their respective buildings and the school property around their respective buildings.~~

## **Guidelines**

### **Free Admittance**

District residents who are sixty (60) years of age or older may be given a senior gold card, which shall permit them to attend all school activities, including athletic events, free of charge.

### **Service Animals**

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.[\[12\]](#)[\[13\]](#)[\[14\]](#)

## Legal

1. 35 P.S. 1223.5
2. 24 P.S. 511
3. 24 P.S. 775
4. 20 U.S.C. 7183
5. 24 P.S. 1302.1-A
7. 22 PA Code 10.2
8. 22 PA Code 10.22
9. 18 Pa. C.S.A. 6305
10. Pol. 805.1
11. 24 P.S. 1303-A
12. 28 CFR 35.136
13. Pol. 718
14. 43 P.S. 953
- 20 U.S.C. 7181 et seq
- 22 PA Code 403.1
- 28 CFR Part 35



Book	Policy Manual
Section	900 Community
Title	School Visitors
Code	907
Status	Second Reading
Adopted	August 1, 2015
Last Reviewed	July 27, 2015

### **Authority**

~~It shall be the policy of the Board to balance school visitation by parents/guardians and/or other interested persons for school related purposes without unnecessarily compromising the rights of children to a stable, safe and disruption free learning environment. All visitors will be subject to this policy and administrative regulations developed to implement this policy, including district guidelines for classroom, program, or service observations.~~[\[1\]](#)

**The Board welcomes and encourages interest in district educational programs and other school-related activities. The Board recognizes that such interest may result in visits to school by parents/guardians, adult residents, educators and other officials. To ensure order in the schools and to protect students and employees, it is necessary for the Board to establish policy governing school visits.**[\[1\]](#)

### **Delegation of Responsibility**

**The Superintendent or designee and building principal have the authority to prohibit the entry of any individual to a district school, in accordance with Board guidelines and state and federal law and regulations.**

**The Superintendent or designee and building principal may limit visitors to designated areas or may limit the number of visitors to a district school when necessary to protect the health and safety of students, staff and the public.**

**The Superintendent or designee shall develop administrative regulations to implement this policy and control access to school buildings and school classrooms.**

### **Guidelines**

Unauthorized visitors will not be permitted in school buildings, on school grounds or to interfere with the education process of a school. All visitors must report to the building office directly upon entering school property to secure permission to conduct a visitation, **provide any required information or identification to protect the health and safety of students, staff and the school community, as well as** and to receive a visitor's pass. All visitors shall be required to submit to a Raptor scan (or other such building level security program that may exist) to proceed beyond the building office.

Visitation shall be scheduled appointments. Appointments with teachers shall be before or after school, during planning periods, or at a mutually convenient time. Visitors may not interrupt a teacher who is teaching or supervising students.

No visitor may confer with a student during the school day without prior permission from the building principal or designee. An exception to this policy may apply in connection with the cooperation with law enforcement officials, probation officers, or as may otherwise be required by law.

Visitors to the building for volunteer purposes shall also comply with applicable Board policy.[2]

### Classroom Visitations

Parents/Guardians may request to visit their child's classroom, but the request must be made prior to the visit, in accordance with the established administrative guideline (907AG1) and by submission of (907AG2) Parent Visitation Observation Form.[1][3]

### Military Personnel

Members of the active and retired Armed Forces, including the National Guard and Reserves, shall be permitted to:[4][5]

1. Visit and meet with district employees and students when such visit is in compliance with Board policy and district procedures.
2. Wear official military uniforms while on district property.

Legal

1. 24 P.S. 510
  2. Pol. 916
  3. 22 PA Code 14.108
  4. 24 P.S. 2402
  5. Pol. 250
- Pol. 000  
Pol. 805.1

WEST CHESTER AREA SCHOOL DISTRICT  
Pupil Services Committee  
October 26, 2020

ACTION ITEMS

**Approval of One Special Education Agreement**

Approval is requested of One Special Education Agreement

*I so move.*

**Pupil Services Meeting Minutes  
October 12, 2020  
Pupil Services Committee Meeting**

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**Ms. Chester opened the meeting at 7:18 pm.**

**Attending Committee Members:** Joyce Chester, Sue Tiernan, Daryl Durnell

**Other Board Members:** Chris McCune, Randell Spackman

**Administration:** Tammi Florio, Robert Sokolowski, Sara Missett, Michael Wagman, Jim Scanlon

**Items listed on the agenda:**

- PAYS Presentation

Actions and Outcomes: none

Items to be placed on upcoming Board Agenda: none

Items to be placed on the Consent Agenda: none

Items to be discussed at a later date: None

**The meeting ended at 7:48 pm.**

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**Next Meeting: Monday, November 9, 2020 – 7:00 pm**

WEST CHESTER AREA SCHOOL DISTRICT  
School Board Meeting  
October 26, 2020

**PERSONNEL COMMITTEE**

ACTION ITEMS

**Approval of revised Board Policy 323 Smoking, Tobacco and Vaping Products – Employees (formerly known as Tobacco/Nicotine), 2<sup>nd</sup> Reading**

Approval is requested of Approval is requested of revised Policy 323 Smoking, Tobacco and Vaping Products – Employees (formerly known as Tobacco/Nicotine), 2<sup>nd</sup> Reading

*I so move.*



Book	Policy Manual
Section	300 Employees
Title	Smoking, Tobacco, and Vaping Products - Employees (formerly known as Tobacco/Nicotine)
Code	323
Status	Second Reading
Adopted	August 1, 2015
Last Revised	March 25, 2019

### **Purpose**

The Board recognizes that tobacco, ~~nicotine~~ and **vaping products, including the product marketed as Juul and other electronic cigarettes,** ~~nicotine delivery products~~ present a health and safety hazard that can have serious consequences for both users and the nonusers and the safety and environment of the schools. **The purpose of this policy is to regulate use of tobacco and vaping products, including use of tobacco and vaping products, including Juuls and other electronic cigarettes, by district employees and contracted personnel.**

### **Definitions**

For purposes of this policy, ~~tobacco~~ includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe, or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[\[1\]](#)

For purposes of this policy, ~~nicotine~~ shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a ~~nicotine delivery product~~ shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

**State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:[1][2]**

**Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.**

**Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic**

**cigarette, a cigar, a pipe and a hookah.**

**Any product containing, made or derived from either:**

**Tobacco, whether in its natural or synthetic form; or**

**Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.**

**Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.**

### **Authority**

The Board prohibits use of tobacco **and vaping** nicotine and nicotine delivery products **including the product marketed as Juul and other e-cigarettes, by district** ~~by administrative, professional, and support employees~~ **and contracted personnel at any time** in a school building and on any property, buses, vans, and vehicles that are owned, leased, or controlled by the school district.[\[1\]](#)[\[2\]](#)

The Board also prohibits use of tobacco **and vaping products including the product marketed as Juul and other e-cigarettes**, ~~nicotine and nicotine delivery products~~ by district employees at school-sponsored activities that are held off school property.[\[1\]](#)

**The Board deems it to be a violation of this policy for any district employee or contracted personnel to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a student.**[\[1\]](#)

### **Delegation of Responsibility**

The Superintendent or designee shall notify employees **and contracted personnel** about the Board's **smoking, tobacco and vaping products** ~~nicotine~~ policy by publishing information in handbooks, newsletters, posters, and other efficient methods such as posted notices, signs and on the district website.[\[1\]](#)

### **Guidelines**

~~Employees found in violation of this policy will be subject to appropriate disciplinary action.~~[\[3\]](#)

~~This policy does not prohibit the use of a patch, gum or lozenge as a smoking cessation product by any employee who has a written order by a physician.~~

### **Reporting**

#### ***Office of Safe Schools Report -***

The Superintendent shall annually, by July 31, report incidents of **prohibited** possession, use or sale of tobacco, ~~nicotine and nicotine delivery~~ **and vaping** products **including the product marketed as Juul and other e-cigarettes, to minors by employees** on school property to the Office for Safe Schools on the required form.[\[4\]](#)[\[5\]](#)

#### **Additional Provisions—Tobacco Only**

#### ***Law Enforcement Incident Report -***

The Superintendent or designee may report incidents involving the sale of tobacco **and vaping products, including Juuls or e-cigarettes**, to minors by employees on school property, at any

school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the school police, school resource officer (SRO) or to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. [\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#).

Legal

1. 35 P.S. 1223.5
2. 20 U.S.C. 7183
3. Pol. 317
4. 24 P.S. 1303-A
5. Pol. 805.1
6. 24 P.S. 1302.1-A
7. 22 PA Code 10.2
8. 22 PA Code 10.22
9. 18 Pa. C.S.A. 6305
- 20 U.S.C. 7181 et seq

<p>WEST CHESTER AREA SCHOOL DISTRICT  Property &amp; Finance Committee  October 26, 2020 – ACTION ITEMS</p>
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**Approval of Revised Board Policy 705, Safety, Second Reading**

Approval is requested for Revised Board Policy 705, Safety, Second Reading.  
*I so move.*

**Approval to Commit/Assign Fund Balances and to Complete Transfers from the General Fund to Other Funds**

Approval is requested to commit fund balances for health care stabilization in the amount of \$4,159,909, alternative education in the amount of \$1,000,000, enrollment growth in the amount of \$3,500,000, and to assign a fund balance for millage stabilization in the amount of \$29,486,832. Approval is also requested for a transfer from the General Fund to the Capital Reserve Fund in the amount of \$5,451,612.  
*I so move.*

**Approval of Change Orders – Renovations and Additions East Goshen Elementary School**

Approval is requested for the following Change Orders for the East Goshen Elementary School Renovations and Additions:

General Contractor: The Hartford Company		
GC-032S	Deduct costs for EC to re-run wiring to fire alarm strobe.	-\$931.71
GC-033S	Deduct costs for EC to repair and replace conduits installed in gymnasium hit and damaged by the GC’s steel sub.	-\$939.49
GC-034S	Deduct costs for EC to replace and replace electrical circuit crushed by GC masonry work.	-\$1,904.24
GC-035S	Credit for part of EC OT to install elevator contacts on weekend.	-\$642.56
GC-036S	Add insulation at top of corridor walls at E-wing.	\$1,215.31
GC-037S	Provide and install a stainless steel closure plate at Stairwell 1.	\$876.64
GC-038S	Provide and install a stainless steel back splash in kitchen at exhaust hood per CC Health Dept request.	\$3,096.36
GC-039S	Remove existing soffit at E-wing exit canopy and replace with vinyl soffit.	\$2,923.64
GC-040S	Remove and replace concrete sidewalk in courtyard.	\$1,811.06

GC-041S	Masonry infills for fire extinguisher cabinets and other wall areas.	\$993.11
GC-042S	Credit for change in install process at classroom window light wells.	-\$21,957.60
GC-043S	Credit for reduction of footing depth at new reading lab construction.	-\$8,400.03
GC-044S	Changes to library walls, add casework due to addition of Maker Space in Library.	\$9,820.85
GC-045S	Removal and disposal of canopy at front entry.	\$10,853.36
GC-046S	Cut and re-glue classroom wall tack panels.	\$1,986.27
GC-047S	Provide additional steel supports for decking at library roof.	\$4,658.60
GC-048S	Install new vinyl soffit at entrance canopy.	\$13,845.89
GC-049S	Add 3" mud bed in kitchen area for floor tile due to unforeseen existing flooring thickness.	\$12,423.35
GC-050S	Revision at Library ceiling height due to existing conditions.	\$694.72
GC-051S	Repairs to existing masonry in Phase 3 areas.	\$635.98
GC-052S	Seal concrete floor at Outdoor Storage room 028 in lieu of adding quarry tile.	\$419.72
GC-053S	Install metal stud and drywall to deck where an existing hidden window was found above-ceiling.	\$1,444.20
GC-054S	Painting of temporary door required for emergency egress by EG Township as WCASD decided to retain as permanent.	\$276.29
GC-055S	Provide and install additional gypsum walls and insulation at entry doors. Also included was replacement of soffit at main entry.	\$5,257.18
GC-056S	Install metal stud and drywall to deck where an existing hidden window was found above-ceiling.	\$3,378.81
GC-057S	Change Order includes misc patching, additional demo, replacing ceiling tiles and cutting of tack panels.	\$1,338.38
GC-058S	Provide and install additional concrete in courtyard.	\$10,329.52
GC-059S	Additional credit for changing soffit drywall to metal panel.	-\$420.00
Electrical Contractor: Clinger Electric		
EC-041	Provide and install additional electrical devices at elevator	\$2,013.87
EC-042	Furnish and install emergency power contacts as required by EG Township	\$8,109.75
EC-043	Additional of electrical outlets on the window walls of the E-section classrooms	\$3,014.00
EC-044	Furnish and install wiring for two (2) additional WIFI ports, teacher station and additional data line at	\$5,683.00

	Reading Lab	
EC-045	Delete one light fixture at soffit at door V003, and add 2 surface mount fixtures at Kitchen canopy area.	\$748.00
EC-046	Add outlets and ceiling-mounted cord reels and additional 2 runs of data in Library due to adding Maker Space area.	\$10,842.00
EC-047	Provide and install power circuit to door holders at door C005A.	\$2,134.00
EC-048	Add Bluetooth compatibility to the sound systems in the Cafeteria and Gymnasium.	\$1,450.00
EC-049	Add wiremold and cabling to room 107 for an interactive whiteboard in room.	\$1,027.70
EC-050	Furnish and install six (6) additional smoke detectors in cafeteria and kitchen ductwork.	\$8,757.00
EC-051	Relocate two (2) electrical devices to above countertop as they were installed behind cabinetry in IT Office.	\$229.56
EC-052	Provide analog connection to the specified intercom system to allow for District-wide communication through technology.	\$1,398.00
EC-053	Provide control conduit for stage chair lift.	\$1,310.75
EC-054	Provide and install conduit and wire for new smoke duct detectors.	\$2,932.00
EC-055	Site pole lights needed to be removed, cut shorter and re-installed due to new lights didn't meet Township requirements.	\$4,875.68
EC-056	Add an outlet in the kitchen.	\$1,507.80
EC-057	Add an additional breaker, conduit and wire to the convection oven.	\$4,720.95
EC-058	Add wiremold and data to printer location in library.	\$925.81
HVAC Contractor: JBM Mechanical		
MC-007	Install heat detector and tie in fan controls to kitchen exhaust fan	\$3,175.49
MC-008	Change in glycol/water percentage in the chilled water system.	\$1,000.03
Plumbing Contractor: J.R. Reynolds, Inc.		
PC-011	Remove wall hydrant and cap line at existing art room exterior wall.	\$373.00
PC-012	Replace elevator sump discharge piping removed by GC's elevator installer.	\$1,080.00
PC-013	Install new sink with sideplash in kitchen per CC Health Dept.	\$428.00
PC-014	Provide sink and UG tie in for new sink in Library Maker Space area	\$11,961.00
PC-015	Add 2 floor sinks for kitchen serving line to drain.	\$9,322.00

*I so move.*

## Approval of Change Orders – Construction of Greystone Elementary School

Approval is requested for the following Change Orders for the Construction of Greystone Elementary School.

General Contractor: Sha-Nic, Inc.		
GC-005	Revise framing along Column line C9 between 5 and 7.	\$2,914.00
GC-006	Add address number to exterior of building per Township requirements.	\$975.26
GC-007	Add acoustical panels to walls in gym/cafeteria multi-purpose room to reduce sound noise.	\$17,540.00
GC-008	Revisions to steel for HVAC contractor substituted roof equipment.	\$6,079.00
GC-009	Provide and Install additional five (5) hopper windows in various 2 <sup>nd</sup> floor locations and relocate others around building.	\$8,846.00
GC-010	Revisions to library roof steel.	\$5,241.00
GC-011	Change in color of windows and storefront per WCASD request	\$8,033.00
GC-012	Changes due to removing chase walls from classroom 210 to increase instructional space and move to upper cafeteria wall.	\$10,842.00
GC-013	Revisions to whiteboard sizes, additional tack wall panels.	\$13,842.00
GC-014	Steel changes at column line 6 and hip roof framing change.	\$7,416.00
Electrical Contractor: The Farfield Company		
EC-002	Additional charge to widen ductbank separation between electrical lines and communication conduits per engineer.	\$18,203.00
EC-003	Delete 47 Type M fixtures.	-\$12,928.00
HVAC Contractor: JBM Mechanical		
MC-002	Credit for GC changes due to mechanical equipment change.	-\$6,079.00
MC-003	Credit due to change in type of mechanical roof curbs.	-\$21,000.00
MC-004	Credit for change in chiller size	-\$9,600.00
Plumbing Contractor: Vision Mechanical		
PC-002	Changes to kitchen triple bowl sink	\$4,507.99
Sitework Contractor: Watts Services		
SC-002	Connect existing Storm sewer pipe to manhole #8.	\$2,420.00
SC-003	Reimburse contractor for install fee for propane tanks.	\$1,295.39
SC-004	Add anti-buoyancy blocks to propane tanks	\$5,284.00

Roofing Contractor: Garland DBS, Inc.		
RC-002	Provide and install snow guards at entrance canopy	\$1,800.75

*I so move.*

**Approval of 2019-20 Budget Transfers**

Approval is requested for the 2019-20 Budget Transfers

*I so move.*

**Approval of 2021-22 Building Budget Allocations**

Approval is requested for the per pupil allocation factor of \$134.20 per weighted pupil for the 2021-22 fiscal year. The weighting factors will be 1 for full-time kindergarten and elementary students, 1.06 for middle school students, and 1.43 for high school students. The fixed activity expense budget totals \$612,360 for all 6 secondary schools which includes \$154,350 per high school and \$49,770 per middle school. The total 2021-22 building budget allocation is \$2,455,170.

*I so move.*

Committee Meeting Minutes  
 WEST CHESTER AREA SCHOOL DISTRICT  
 October 19, 2020 – Property & Finance Committee (via ZOOM)

Attending Committee Members: Mr. Gary Bevilacqua-Chair, Mr. Brian Gallen, Dr. Karen Herrmann, Mr. Randell Spackman

Other Board Members: Mr. Daryl Durnell, Mr. Chris McCune, Dr. Kate Shaw, Mrs. Sue Tiernan

Administration: Mr. John Scully, Dr. James Scanlon, Mr. Kevin Campbell, Mr. Justin Matys

Also Present: Members of the public

Action or outcomes from the meeting: (Unless noted, all votes were 4-0.)	
The committee approved the September 29, 2020 Property & Finance Committee Minutes.	Mr. Bevilacqua
Mr. Scully reviewed the Budget Forecast Model and the changes from the previous model on pages 5-7. 2019-20 changes to expenses include a reduction of \$90,540 in salaries related to custodial staff and the food service operations, an increase of \$143,619 in Professional & Technical Services, and an increase of \$18,506 in supplies. The net of all 2019-20 changes in October result in a decrease of \$71,585 to the ending fund balance designated for future millage increases. Mr. Scully reviewed the changes to the 2020-21 projections which include a decrease in Salaries of \$906,598 due to teacher attrition savings, a decrease in benefits of \$382,222, a decrease in supplies of \$712,162 related to carryover forfeiture by buildings and a decrease in supplies of \$343,669 related to carryover forfeiture by departments, a decrease in supplies of \$35,942 related to an adjustment in PPA, and a decrease of \$150,000 in Debt Service on variable rate debt. Increases in expenses include \$141,583 for 2 FTE administrators, an increase of \$572,931 for 7.75 FTE additional teachers, and an increase of \$301,238 for benefits related to the additional staff. The revenue projection for 2020-21 was decreased by \$40,492 due to a reduction in the State subsidy related to the net staffing changes. The net of all changes in 2020-21 projections resulted in an increase of \$1,474,349 to the ending fund balance designated for future millage increases. Mr. Scully review the changes to the 2021-22 projections. 2021-22 expense salary and benefits projections increased by \$213,000 and \$89,801, respectively, which is due to the additional 2 Admin FTE. The revenue projections for 2021-22 increased by \$707,793 due to an increased real estate revenues related to the higher than estimated certified Act 1 rate. The net of adjustment to 2021-22 projections resulted in a decrease to the budget GAP of \$449,892. The net of all changes in October resulted in a 2021-22 budget gap decrease of \$1,852,656. Mr. Scully reviewed the summary of all funds, page 27, which shows the budget gap after an ACT1 tax increase to be \$14,588,000. This is an informational item and no Board action is required.	Mr. Scully
Mr. Scully reviewed the enrollment projections for 2021-22 and advised the committee that the 2021-22 projection is 11,901 students which represents a decrease of 67 students. Enrollment projections are based on cohort survival calculation method and does not include new student growth. The Hybrid average retention method was used to project future years'	Mr. Scully

<p>enrollment. Mr. Scully reminded the committee that these projections will be used to plan for building budgets as well as staffing needs for 2021-22. This is an informational item and no Board action is required.</p>	
<p>Mr. Scully reviewed the 2021-22 Building Budget Allocation (PPA) and per pupil spending analysis report that was included in the packet. The total allocation is \$2,455,170 which is \$147,801 less than projected in the Forecast Model. Mr. Scully reviewed the process in determining the weighting factors, PPA factor and the fixed activity amounts. The PPA factor for 2021-22 remains unchanged from the 2020-21 factor of \$134.20. Weighting factors were kept consistent for elementary and secondary schools. The recommended 2021-22 fixed activity budgets were also kept consistent for middle and high schools. The committee recommended approval of the 2021-22 Building Budget Allocation.</p>	<p>Mr. Scully</p>
<p>Mr. Campbell provided an update on the sale of 829 Paoli Pike. The Building has held its value and settlement should be around spring 2021.</p>	<p>Mr. Campbell</p>
<p>Mr. Campbell provided an update on the construction of Greystone Elementary School. Another updated will be provided in January 2021.</p>	<p>Mr. Campbell</p>
<p>Items to be placed on board agenda 10/26/2020:</p> <ul style="list-style-type: none"> <li>• Approval of 2021-22 Building Budget Allocation</li> </ul> <p>MEMO items for board agenda 10/26/2020:</p> <ul style="list-style-type: none"> <li>• Approval of Revised Board Policy 705, Safety, Second Reading</li> <li>• Approval to Commit/Assign Fund Balances and to Complete Transfers from the General Fund to Other Funds</li> <li>• Approval of Change Orders – Renovations and Additions to East Goshen Elementary School</li> <li>• Approval of Change Orders – Construction of Greystone Elementary School</li> <li>• Approval of 2019-20 Budget Transfers</li> </ul>	
<p>Items to discuss at a later date:</p>	
<p></p>	<p></p>
<p></p>	<p></p>

Next Meeting Date: **November 16, 2020**



Book	Policy Manual
Section	700 Property
Title	Safety
Code	705
Status	Second Reading
Adopted	August 1, 2015
Last Revised	December 16, 2019

### **Purpose**

The Board recognizes that school district facilities must be maintained and operated in a condition that is safe for students, staff, and visitors.

### **Authority**

The Board directs the district to provide facilities and equipment deemed necessary for the safe conduct of the educational programs and operations of the schools, **in accordance with guidance issued by state and local officials, and the Board-approved health and safety plan.**

**The Board requires that all students, staff and visitors adhere to state and local health and safety orders, Board policy, administrative regulations and Board-approved plans requiring face coverings or other protective devices where needed for safety purposes. Violation of this policy and school safety rules may result in disciplinary action, in accordance with law, regulations or Board policy, or denial of entry to district buildings and property, except where accommodations are deemed reasonable and necessary for individuals with disabilities or for medical conditions.**

### **Delegation of Responsibility**

The Superintendent or his/her designee shall annually review and evaluate district **health and safety** rules and **health and safety** plans, **as necessary.**[1]

The Superintendent or his/her designee shall develop a memorandum of understanding with local police departments. The memorandum of understanding will be renewed every two (2) years.[2]

Administrators shall ensure that all staff and students are informed of **health and safety** rules at the beginning of the school year **and whenever conditions and requirements change.**

**Administrators shall provide ongoing education and post signage to assist staff and students in complying with health and safety rules.**

### **Guidelines**

Certified Safety Committee

A safety committee shall be established to promote the school district's goals concerning safe schools. Members will be appointed by the Superintendent or his/her designee and will consist of all members of the Superintendent's Cabinet. [\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

It shall be the responsibility of the safety committee to:

1. Evaluate the current school district safety program.
2. Conduct periodic inspections to locate and identify safety and health hazards.
3. Review incident and accident report and investigation forms.
4. Evaluate for effectiveness newly implemented safety equipment and health and safety procedures.

The safety committee shall meet periodically, and minutes shall be taken and maintained.

All decisions of the committee shall be by majority vote of members present.

The Superintendent or his/her designee shall ensure that all committee members are adequately trained.

Legal

1. Pol. 805
2. Pol. 805.1
3. [24 P.S. 223](#)
4. [34 PA Code 129.1001 et seq](#)
5. [72 P.S. 1722-J](#)
6. [77 P.S. 1038.2](#)
- [24 P.S. 510](#)
- [24 P.S. 1517](#)
- [24 P.S. 1518](#)

**WEST CHESTER AREA SCHOOL DISTRICT**

**October 26, 2020 SCHOOL BOARD MEETING**

**CONSENT AGENDA RESOLUTION**

**Approval of School Board Treasurer's Report and Statement of Disbursements Summary Schedule for the Period of September 1, 2020 to September 30, 2020**

The Treasurer's Report includes the schedules of the School District's cash balances for the General Fund, Activity/Trust Funds, and Cafeteria Fund; the investments schedule for the General Fund, Capital Reserve and Capital Project Funds; the schedule of disbursements for all funds, and the debit memos and check register for all funds. The Statement of Disbursements Summary Lists total expenditures by fund for the period.

Approval is requested for the Treasurer's Report and the disbursements listed on the Statement of Disbursements Summary for the period of September 1 to September 30, 2020 totaling \$97,103,042.49. This amount includes transfers in the amount of \$68,000,000 into the District investment account.

I so move.

*The Treasurer's Report is available in its entirety on the business office webpage and in the Board Meeting packet posted on School Board webpage at [www.wcasd.net](http://www.wcasd.net). Please contact the School Board Secretary for any hard copies of the report.*

John T. Scully  
School Board Treasurer

WEST CHESTER AREA SCHOOL DISTRICT  
CASH BALANCE STATEMENT  
September 30, 2020

CASH BALANCE AUGUST 31, 2020 \$ 40,650,506.01

RECEIPTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

GENERAL FUND	\$ 77,437,309.64
CAPITAL RESERVE FUND	\$ 116,245.21
CAPITAL RESERVE FUND- FACILITIES	\$ -
CAPITAL PROJECTS FUND	\$ 3,000,000.00
SPECIAL REVENUE FUND-ATHLETICS	\$ 400.00
TRUST FUNDS	\$ 31.95

TOTAL RECEIPTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020 \$ 80,553,986.80

AVAILABLE FUNDS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020 \$ 121,204,492.81

DISBURSEMENTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

CHECKS & EFT'S APPROVED OCTOBER 26, 2020 ck #40076690-40076761,ck #40076762-40076873,ck #40076874-40076967,ck #40076968-40076969,ck #40076970-40077077,ck #4007078-40077080,ck #4007081-40077185,eft #V1004097-V1004123,eft #V1004124-V1004138,eft #V1004139-V1004158,eft #V1004159-V1004173,eft #V1004174-V1004183

	<u>CHECKS</u>	<u>EFT'S</u>	<u>TOTAL</u>
GENERAL FUND	2,218,872.23	246,887.79	2,465,760.02
CAPITAL RESERVE FUNDS	518,257.25	-	518,257.25
CAPITAL PROJECTS FUND	3,160,743.12	24,907.58	3,185,650.70
SPECIAL REVENUE FUND-ATHLETICS	3,865.12	-	3,865.12
TRUST FUNDS	196.00	-	196.00
TOTAL	<u>5,901,933.72</u>	<u>271,795.37</u>	<u>6,173,729.09</u>

VOIDS AND OTHER DISBURSEMENTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

	<u>VOIDS</u>	<u>DEBIT MEMOS</u>	<u>INVESTMENTS</u>	<u>TOTAL</u>
GENERAL FUND	(116,658.25)	23,841,377.10	68,000,000.00	91,724,718.85
CAPITAL RESERVE FUND	(223,171.00)	-	-	(223,171.00)
CAPITAL PROJECTS FUND	(766,315.80)	-	-	(766,315.80)
SPECIAL REVENUE FUND-ATHLETICS	-	-	-	-
TRUST FUNDS	-	-	-	-
TOTAL	<u>(1,106,145.05)</u>	<u>23,841,377.10</u>	<u>68,000,000.00</u>	<u>90,735,232.05</u>

TOTAL DISBURSEMENTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

	<u>CHECKS/VOIDS</u>	<u>EFT'S/DEBIT MEMOS</u>	<u>INVESTMENTS</u>	<u>TOTAL</u>
GENERAL FUND	2,102,213.98	24,088,264.89	68,000,000.00	94,190,478.87
CAPITAL RESERVE FUND	295,086.25	-	-	295,086.25
CAPITAL PROJECTS FUND	2,394,427.32	24,907.58	-	2,419,334.90
SPECIAL REVENUE FUND-ATHLETICS	3,865.12	-	-	3,865.12
TRUST FUNDS	196.00	-	-	196.00
TOTAL	<u>4,795,788.67</u>	<u>24,113,172.47</u>	<u>68,000,000.00</u>	<u>96,908,961.14</u>

CASH BALANCE SEPTEMBER 30, 2020 \$ 24,295,531.67

WEST CHESTER AREA SCHOOL DISTRICT  
DISBURSEMENT APPROVAL REPORT  
SEPTEMBER 30, 2020

	<u>VOIDS</u>	<u>DEBIT MEMOS</u>	<u>INVESTMENTS</u>	<u>TOTAL</u>
GENERAL FUND	(116,658.25)	23,841,377.10	68,000,000.00	91,724,718.85
CAPITAL RESERVE FUND	(223,171.00)	-	-	(223,171.00)
CAPITAL PROJECTS FUND	(766,315.80)	-	-	(766,315.80)
SPECIAL REVENUE FUND-ATHLETICS	-	-	-	-
TRUST FUNDS	-	-	-	-
TOTAL	(1,106,145.05)	23,841,377.10	68,000,000.00	90,735,232.05

CHECKS & EFT'S APPROVED OCTOBER 26, 2020 ck #40076690-40076761,ck #40076762-40076873,ck #40076874-40076967,ck #40076968-40076969,ck #40076970-40077077,ck #4007078-40077080,ck #4007081-40077185,eft #V1004097-V1004123,eft #V1004124-V1004138,eft #V1004139-V1004158,eft #V1004159-V1004173,eft #V1004174-V1004183

	<u>CHECKS</u>	<u>EFT'S</u>	<u>TOTAL</u>
GENERAL FUND	2,218,872.23	246,887.79	2,465,760.02
CAPITAL RESERVE FUND	518,257.25	-	518,257.25
CAPITAL PROJECTS FUND	3,160,743.12	24,907.58	3,185,650.70
SPECIAL REVENUE FUND-ATHLETICS	3,865.12	-	3,865.12
TRUST FUNDS	196.00	-	196.00
TOTAL	5,901,933.72	271,795.37	6,173,729.09

TOTAL DISBURSEMENTS FOR APPROVAL OCTOBER 26, 2020

	<u>CHECKS/ VOIDS</u>	<u>DEBIT MEMOS/ EFT'S</u>	<u>INVESTMENTS</u>	<u>TOTAL</u>
GENERAL FUND	2,102,213.98	24,088,264.89	68,000,000.00	94,190,478.87
CAPITAL RESERVE FUND	295,086.25	-	-	295,086.25
CAPITAL PROJECTS FUND	2,394,427.32	24,907.58	-	2,419,334.90
SPECIAL REVENUE FUND-ATHLETICS	3,865.12	-	-	3,865.12
TRUST FUNDS	196.00	-	-	196.00
TOTAL	4,795,788.67	24,113,172.47	68,000,000.00	96,908,961.14



## West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076690	09/01/2020	091740	TAX REFUNDS	\$805.79
	40076691	09/01/2020	1005942	ACCO BRANDS	\$896.60
	40076692	09/01/2020	1008887	AERC RECYCLING SOLUTIONS	\$5,451.77
	40076693	09/01/2020	1008943	AMAZON	\$3,274.81
	40076694	09/01/2020	1008780	ART OF EDUCATION UNIVERSITY LLC	\$3,839.00
	40076695	09/01/2020	091740	TAX REFUNDS	\$55.84
	40076696	09/01/2020	1009065	BLEVINS, SHERRY LOUISE	\$80.00
	40076697	09/01/2020	017340	BSN SPORTS LLC	\$3,831.67
	40076698	09/01/2020	1007181	BUSINESSOLVER.COM, INC.	\$1,983.70
	40076700	09/01/2020	027050	COLONIAL VILLAGE MEAT MARKETS	\$797.50
	40076701	09/01/2020	1008424	CRYSTAL SPRINGS	\$132.96
	40076702	09/01/2020	091740	TAX REFUNDS	\$542.65
	40076704	09/01/2020	1001584	DELTA-T GROUP, INC.	\$840.00
	40076705	09/01/2020	1007762	EPASPA	\$40.00
	40076706	09/01/2020	1003248	EASY WAY SAFETY SERVICES, INC.	\$279.00
	40076707	09/01/2020	1000507	ENCYCLOPEDIA BRITANNICA INC	\$4,483.00
	40076708	09/01/2020	1003001	EPS-SCHOOL SPECIALTY	\$262.08
	40076709	09/01/2020	040630	ETA/HAND2MIND	\$1,136.49
	40076710	09/01/2020	1003612	FASTENAL COMPANY	\$304.40
	40076711	09/01/2020	042490	FEDERAL EXPRESS CORP	\$25.78
	40076712	09/01/2020	042520	FERGUSON ENT., INC. #501	\$84.20
	40076713	09/01/2020	045280	GALE GROUP, THE	\$706.38
	40076714	09/01/2020	050075	GREAT AMERICA FINANCIAL SERVICES	\$1,589.64
	40076717	09/01/2020	1002954	HEALTH EDCO	\$437.36
	40076718	09/01/2020	091740	TAX REFUNDS	\$455.99
	40076719	09/01/2020	074570	I. MILLER PRECISION OPTICAL INC.	\$2,315.00
	40076720	09/01/2020	1007808	IMPERIAL BAG & PAPER	\$455.35
	40076721	09/01/2020	1008507	INTEGRITY WORKFORCE SOLUTIONS INC	\$492.87
	40076722	09/01/2020	1007714	INTRADO INTERACTIVE SERVICES CORP	\$20,400.00
	40076724	09/01/2020	1007738	JOHN SEROCK CATERING	\$690.00
	40076725	09/01/2020	1003017	JSTOR-ITHAKA	\$1,170.00
	40076726	09/01/2020	062600	KEEN COMPRESSED GAS CO	\$98.49
	40076727	09/01/2020	1008406	LITERACY RESOURCES LLC	\$172.78
	40076728	09/01/2020	1004209	LOWES COMMERCIAL SERVICES	\$1,317.78
	40076729	09/01/2020	069582	MACKIN EDUCATIONAL RESOURCES /	\$1,500.00
	40076730	09/01/2020	1008682	MCKESSON MEDICAL	\$313.27
	40076732	09/01/2020	1006527	MONTGOMERY COUNTY INTERMEDIATE UNIT	\$4,440.00
	40076733	09/01/2020	091740	TAX REFUNDS	\$751.26
	40076734	09/01/2020	077500	NASCO	\$575.14

## West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076735	09/01/2020	079394	NOODLE TOOLS INC.	\$1,044.00
	40076736	09/01/2020	079580	OFFICE BASICS INC	\$996.00
	40076737	09/01/2020	080065	PA PRINCIPALS ASSOCIATION	\$1,190.00
	40076738	09/01/2020	1008200	PANERA BREAD	\$924.82
	40076739	09/01/2020	081090	PASA	\$2,220.00
	40076740	09/01/2020	052305	PEARSON/HARCOURT ASSESSMENT	\$3,849.48
	40076741	09/01/2020	1004467	PIAA DISTRICT ONE	\$50.00
	40076742	09/01/2020	1003082	PROFORMA	\$573.64
	40076743	09/01/2020	1004513	PURE HEALTH SOLUTIONS INC	\$54.00
	40076744	09/01/2020	085685	ROSEN PUBLISHING GROUP &	\$795.00
	40076745	09/01/2020	086200	SARGENT WELCH SCIENTIFIC	\$98.50
	40076746	09/01/2020	1009041	SAVVAS LEARNING COMPANY	\$17,035.53
	40076747	09/01/2020	087646	SHAR PRODUCTS CO.	\$215.90
	40076748	09/01/2020	1005955	SUPERIOR TEXT	\$9,143.71
	40076749	09/01/2020	1008380	TELCO HOLDINGS INC	\$3,500.00
	40076750	09/01/2020	1006474	TRI-STATE ELEVATOR COMPANY, INC.	\$1,213.75
	40076751	09/01/2020	029320	TRUSTMARK HEALTH BENEFITS INC	\$1,620.96
	40076752	09/01/2020	1007699	US MEDICAL STAFFING, INC.	\$905.45
	40076753	09/01/2020	1002676	VERIZON WIRELESS	\$1,180.00
	40076755	09/01/2020	049790	W. W. GRAINGER, INC.	\$461.14
	40076756	09/01/2020	1001316	WASHINGTON MUSIC CENTER, INC.	\$4,164.00
	40076757	09/01/2020	097096	WEST WHITELAND TOWNSHIP	\$3,015.00
	40076759	09/01/2020	1003574	WILLIS TOWERS WATSON NORTHEAST INC	\$75.00
	40076760	09/01/2020	098060	WILSON LANGUAGE TRAINING CORP	\$2,652.70
	40076761	09/01/2020	1008502	YABLA INC	\$6,000.00
<b>01</b>	<b>- Total</b>				<b>\$130,007.13</b>
22	40076693	09/01/2020	1008943	AMAZON	\$855.49
	40076699	09/01/2020	021581	CDW GOVERNMENT, INC	\$903.76
	40076703	09/01/2020	032540	DELL COMPUTER CORPORATION	\$630.50
<b>22</b>	<b>- Total</b>				<b>\$2,389.75</b>
27	40076716	09/01/2020	1002267	HAINES LANDSCAPING & TREE SERVICE	\$9,950.00
	40076758	09/01/2020	1008068	WILLIAMS SCOTSMAN, INC	\$4,911.62
<b>27</b>	<b>- Total</b>				<b>\$14,861.62</b>
30	40076715	09/01/2020	1007152	GUY M. COOPER, INC.	\$8,404.20
	40076723	09/01/2020	1006736	JBM MECHANICAL, INC.	\$51,851.25
	40076731	09/01/2020	1009028	METAL ALLIANCE INC	\$766,315.80
	40076754	09/01/2020	1007680	VISION MECHANICAL, INC.	\$275,079.60

**West Chester Area School District  
Check Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
30	40076758	09/01/2020	1008068	WILLIAMS SCOTSMAN, INC	\$3,746.00
30	- Total				\$1,105,396.85
51	80039070	09/01/2020	1001086	4 IMPRINT	\$1,053.11
	80039071	09/01/2020	1004513	PURE HEALTH SOLUTIONS INC	\$44.00
51	- Total				\$1,097.11
80	50001099	09/01/2020	1005754	ARAMARK SERVICES INC.	\$157,674.79
80	- Total				\$157,674.79
<b>Overall - Total</b>					<b>\$1,411,427.25</b>

**West Chester Area School District  
Electronic Funds Transfer Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	V1004097	09/01/2020	014300	BLICK ART MATERIALS	\$2,284.28
	V1004098	09/01/2020	020600	CAPP INC	\$741.87
	V1004099	09/01/2020	021100	CAROLINA BIOLOGICAL	\$1,021.61
	V1004100	09/01/2020	027000	COLONIAL FLAG COMPANY	\$50.00
	V1004101	09/01/2020	032900	DEMCO , INC.	\$211.49
	V1004102	09/01/2020	032952	DENNEY ELECTRIC SUPPLY	\$1,216.60
	V1004103	09/01/2020	042300	FAULKNER PONTIAC BUICK	\$312.86
	V1004104	09/01/2020	043210	FISHER & SON COMPANY INC	\$115.50
	V1004105	09/01/2020	1007609	FITNESS MACHINE TECHNICIANS	\$130.00
	V1004106	09/01/2020	043500	FLINN SCIENTIFIC	\$63.32
	V1004107	09/01/2020	049450	GOPHER SPORT	\$565.16
	V1004108	09/01/2020	061630	JUNIOR LIBRARY GUILD	\$1,503.36
	V1004109	09/01/2020	1000578	LEARNING A-Z	\$25,000.00
	V1004110	09/01/2020	077475	PARTS SERVICE - FRAZER	\$402.46
	V1004111	09/01/2020	080980	PENN OFFICE PRODUCTS	\$1,763.72
	V1004112	09/01/2020	1006641	PSX, INC.	\$2,979.64
	V1004113	09/01/2020	084465	REALLY GOOD STUFF	\$1,470.67
	V1004114	09/01/2020	086700	SCHOOL HEALTH CORPORATION	\$563.66
	V1004115	09/01/2020	1000032	SCHOOL OUTFITTERS, LLC	\$2,870.98
	V1004116	09/01/2020	086710	SCHOOL SPECIALTY INC	\$336.18
	V1004117	09/01/2020	1000679	SHERWIN WILLIAMS	\$237.48
	V1004118	09/01/2020	090190	STAR PRINTING INC.	\$12,191.46
	V1004119	09/01/2020	092000	TAYLORS MUSIC STORE	\$2,889.46
	V1004120	09/01/2020	1007532	TURNITIN, LLC	\$5,400.00
	V1004122	09/01/2020	1006367	WB MASON COMPANY	\$28.23
	V1004123	09/01/2020	1004004	WORKPLACE CENTRAL	\$119.89
01	- Total				\$64,468.88
30	V1004121	09/01/2020	1006841	WAYNE MOVING & STORAGE COMPANY	\$1,823.00
30	- Total				\$1,823.00
<b>Overall - Total</b>					<b>\$66,292.88</b>

## West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076763	09/08/2020	1008943	AMAZON	\$6,455.82
	40076764	09/08/2020	1007047	ANTONINI RADIATOR, INC.	\$314.25
	40076765	09/08/2020	007150	APPLE COMPUTER, INC	\$358.00
	40076767	09/08/2020	007075	AQUA PA	\$15,905.28
	40076768	09/08/2020	007351	ARAMARK UNIFORM SERVICES	\$217.34
	40076769	09/08/2020	008510	ASCD	\$89.00
	40076770	09/08/2020	078560	ASSOC. FOR MIDDLE LEVEL EDUCATION	\$413.98
	40076771	09/08/2020	1007391	AUDIOLOGICAL SERVICE A. I.S.	\$325.00
	40076772	09/08/2020	010830	BARNES & NOBLE INC.	\$122.33
	40076773	09/08/2020	091740	TAX REFUNDS	\$1,625.97
	40076774	09/08/2020	1007468	BENEFIT RESOURCE, INC.	\$373.50
	40076775	09/08/2020	015300	BOROUGH OF WEST CHESTER	\$497.52
	40076776	09/08/2020	1003030	BRAINPOP	\$23,895.00
	40076777	09/08/2020	017340	BSN SPORTS LLC	\$1,328.71
	40076778	09/08/2020	017290	BUCKS COUNTY IU #22	\$18,635.94
	40076779	09/08/2020	018675	BUTLER, ROBERTA	\$70.00
	40076780	09/08/2020	1003362	CARLSON, MARTHA	\$469.84
	40076781	09/08/2020	1008895	CASEY & KIRSCH PUBLISHERS	\$250.00
	40076782	09/08/2020	1002456	CERAMIC SHOP, THE	\$121.83
	40076783	09/08/2020	022670	CHAMBER OF COMMERCE OF	\$250.00
	40076784	09/08/2020	022670	CHAMBER OF COMMERCE OF	\$899.00
	40076785	09/08/2020	022670	CHAMBER OF COMMERCE OF	\$899.00
	40076786	09/08/2020	1005242	CITY OF PHILADELPHIA	\$1,348.18
	40076787	09/08/2020	026710	COLLEGIUM CHARTER SCHOOL	\$318,039.86
	40076788	09/08/2020	027220	COMCAST CABLE	\$64.95
	40076789	09/08/2020	028175	CONCEPT SCHOOL, THE	\$18,562.50
	40076790	09/08/2020	028880	CONWAY POWER EQUIPMENT INC	\$1,493.56
	40076791	09/08/2020	1008731	CROWN CASTLE	\$12,105.28
	40076792	09/08/2020	1006843	D. ARMSTRONG INSTALLATIONS	\$4,400.00
	40076793	09/08/2020	1009033	DANIELS, MARY	\$95.12
	40076794	09/08/2020	1007266	DELAWARE COUNTY COMMUNITY COLLEGE	\$535.00
	40076795	09/08/2020	033800	DEVEREUX FOUNDATION	\$7,827.00
	40076797	09/08/2020	1005210	DIRECT ENERGY BUSINESS	\$2.85
	40076798	09/08/2020	1008353	EI US LLC / LEARN WELL SERVICES	\$955.50
	40076799	09/08/2020	040630	ETA/HAND2MIND	\$1,425.86
	40076800	09/08/2020	042520	FERGUSON ENT., INC. #501	\$15.98
	40076801	09/08/2020	1007608	FICK EDUCATIONAL SERVICES, LLC	\$1,040.00
	40076802	09/08/2020	1003798	GARVEY ROARK, LLC	\$4,800.00
	40076803	09/08/2020	1006249	GENERAL HEALTHCARE RESOURCES, INC.	\$984.00

## West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076804	09/08/2020	1006409	GIBBS SMITH EDUCATION	\$2,956.90
	40076805	09/08/2020	050075	GREAT AMERICA FINANCIAL SERVICES	\$2,935.23
	40076806	09/08/2020	091740	TAX REFUNDS	\$575.20
	40076807	09/08/2020	1004977	HUDL	\$2,049.00
	40076808	09/08/2020	1007808	IMPERIAL BAG & PAPER	\$2,485.24
	40076809	09/08/2020	1007442	INSIGHT WORKFORCE SOLUTIONS LLC	\$15,380.17
	40076810	09/08/2020	1007072	INSTRUMENTALIST CO., THE	\$316.00
	40076811	09/08/2020	1009061	JP EDUCATIONAL SERVICES LLC	\$10,099.98
	40076812	09/08/2020	1000345	KADES-MARGOLIS CAPITAL	\$200.00
	40076813	09/08/2020	1009069	KAHOOT! AS	\$1,296.00
	40076815	09/08/2020	1009073	KELLY SERVICES INC	\$2,823.13
	40076816	09/08/2020	065915	LANGUAGE SERVICES ASSOCIATES	\$345.25
	40076817	09/08/2020	091740	TAX REFUNDS	\$28,130.00
	40076818	09/08/2020	1000346	LINCOLN INVESTMENT PLANNING, INC.	\$525.00
	40076819	09/08/2020	1009060	MAES WEST CHESTER	\$500.00
	40076820	09/08/2020	1001483	MARKET STREET PRINT AND COPY	\$79.05
	40076821	09/08/2020	1000257	MARK'S PLUMBING PARTS	\$41.21
	40076822	09/08/2020	1008103	MATHSPACE INC.	\$27,000.00
	40076823	09/08/2020	073055	TO THE ESTATE OF WILLARD MCMULLIN	\$2,120.60
	40076824	09/08/2020	1002849	PMEA	\$142.00
	40076825	09/08/2020	1000348	METROPOLITAN LIFE INSURANCE CO.	\$138.89
	40076826	09/08/2020	1009076	MONTGOMERY LAW LLC	\$5,000.00
	40076827	09/08/2020	1009030	MR. & MRS. DARYL COOPER	\$16,583.36
	40076829	09/08/2020	077950	NATIONAL ASSOCIATION FOR	\$119.00
	40076830	09/08/2020	079580	OFFICE BASICS INC	\$11,990.00
	40076834	09/08/2020	079550	OFFICE DEPOT	\$7,766.44
	40076835	09/08/2020	080430	PAFPC	\$100.00
	40076836	09/08/2020	1002145	PA ASSOC. FOR GIFTED EDUCATION	\$35.00
	40076837	09/08/2020	080195	PA DEPT OF LABOR & INDUSTRY-E	\$74.61
	40076838	09/08/2020	1003893	PA SCHOOL FOR THE DEAF	\$12,400.00
	40076839	09/08/2020	080031	PACIFIC LIFE	\$22,388.00
	40076840	09/08/2020	1008200	PANERA BREAD	\$1,059.31
	40076841	09/08/2020	052305	PEARSON/HARCOURT ASSESSMENT	\$2,274.05
	40076842	09/08/2020	082150	PECO ENERGY COMPANY	\$162,503.66
	40076843	09/08/2020	080887	PEDIATRIC THERAPEUTICS SVC INC	\$50,128.78
	40076844	09/08/2020	082102	PHI DELTA KAPPA	\$104.95
	40076845	09/08/2020	081155	PIAA FOUNDATION	\$250.00
	40076846	09/08/2020	1007600	POWERSCHOOL GROUP LLC	\$38,375.00
	40076847	09/08/2020	1006772	PRO-ED INC.	\$1,873.30

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076848	09/08/2020	1007324	PROGRAPH, INC	\$354.30
	40076849	09/08/2020	1009045	RESOLUTION INC	\$155.85
	40076850	09/08/2020	085750	ROTHWELL DOCUMENT SOLUTIONS	\$44.82
	40076851	09/08/2020	1008863	RYAN, TINA	\$756.00
	40076852	09/08/2020	1009041	SAVVAS LEARNING COMPANY	\$2,673.26
	40076853	09/08/2020	1003062	SCHMIDT, KARA S., PHD, LLC	\$4,600.00
	40076854	09/08/2020	087360	SEPHSSL	\$100.00
	40076855	09/08/2020	088100	SIEMENS INDUSTRY INC.	\$4,775.00
	40076856	09/08/2020	1007160	STARFALL EDUCATION	\$270.00
	40076857	09/08/2020	1002621	SUNDANCE/NEWBRIDGE	\$311.69
	40076858	09/08/2020	1005955	SUPERIOR TEXT	\$3,147.17
	40076860	09/08/2020	1007460	THOMSON REUTERS-WEST PUBLISHING	\$270.87
	40076861	09/08/2020	093600	UNITED REFRIGERATION CO	\$2,815.28
	40076862	09/08/2020	094325	UNIVERSITY OF OREGON	\$350.00
	40076863	09/08/2020	094403	US FOODSERVICE	\$1,283.04
	40076864	09/08/2020	049790	W. W. GRAINGER, INC.	\$2,133.01
	40076865	09/08/2020	1009071	WAINSTEIN, JASON MR. & MRS.	\$6,000.00
	40076866	09/08/2020	028984	WATERLOGIC EAST LLC	\$117.00
	40076867	09/08/2020	1000058	TRUMARK FCU	\$1,177.20
	40076868	09/08/2020	1008120	WHITELAND BUSINESS PARK MANAGEMENT	\$782.57
	40076869	09/08/2020	097960	WIGGINS SHREDDING	\$37.00
	40076870	09/08/2020	1009022	WILSON FORKLIFT SERVICES LLC	\$853.52
	40076871	09/08/2020	098060	WILSON LANGUAGE TRAINING CORP	\$9,237.02
	40076872	09/08/2020	1008116	WOLF JR., MR. & MRS. JOHN	\$10,000.00
	40076873	09/08/2020	1007421	XTEL COMMUNICATIONS, INC.	\$1,559.00
01	- Total				\$934,180.86
22	40076763	09/08/2020	1008943	AMAZON	\$22.98
22	- Total				\$22.98
27	40076828	09/08/2020	1008954	NAGLE ATHLETIC SURFACES INC	\$223,171.00
27	- Total				\$223,171.00
29	40076777	09/08/2020	017340	BSN SPORTS LLC	\$3,865.12
29	- Total				\$3,865.12
30	40076796	09/08/2020	035100	DI ROCCO BROS. CO.	\$29,328.75
	40076814	09/08/2020	1004476	KCBA ARCHITECTS	\$20,083.90
	40076859	09/08/2020	1000572	TANNER FURNITURE	\$22,757.00

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
30	- Total				\$72,169.65
50	80039072	09/08/2020	004560	ACSL	\$100.00
	80039073	09/08/2020	1007037	KINGS MILL INC.	\$1,000.00
50	- Total				\$1,100.00
51	80039074	09/08/2020	1008943	AMAZON	\$60.72
	80039075	09/08/2020	1008424	CRYSTAL SPRINGS	\$98.85
	80039076	09/08/2020	1007168	MICHAELS STORE # 4806	\$299.00
	80039077	09/08/2020	1005662	SWEETWATER SOUND, INC.	\$178.00
51	- Total				\$636.57
80	50001100	09/08/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$425.15
80	- Total				\$425.15
<b>Overall - Total</b>					<b>\$1,235,571.33</b>

**West Chester Area School District  
Electronic Funds Transfer Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	V1004124	09/08/2020	014300	BLICK ART MATERIALS	\$1,516.53
	V1004125	09/08/2020	021100	CAROLINA BIOLOGICAL	\$9,351.60
	V1004126	09/08/2020	030310	CRISIS PREVENTION INSTITUTE	\$2,180.00
	V1004127	09/08/2020	049200	GOODHEART-WILLCOX	\$8,099.64
	V1004128	09/08/2020	049450	GOPHER SPORT	\$518.79
	V1004129	09/08/2020	065400	KURTZ BROS	\$517.10
	V1004130	09/08/2020	1004344	ROBERT E. LITTLE, INC.	\$1,307.37
	V1004131	09/08/2020	075220	MUSIC & ARTS CENTERS	\$769.00
	V1004132	09/08/2020	080980	PENN OFFICE PRODUCTS	\$3,485.71
	V1004133	09/08/2020	084465	REALLY GOOD STUFF	\$1,075.58
	V1004134	09/08/2020	086518	SCHOOL DATEBOOKS	\$320.92
	V1004135	09/08/2020	086700	SCHOOL HEALTH CORPORATION	\$1,882.70
	V1004136	09/08/2020	1000032	SCHOOL OUTFITTERS, LLC	\$37.12
	V1004137	09/08/2020	086710	SCHOOL SPECIALTY INC	\$195.38
<b>01 - Total</b>					<b>\$31,257.44</b>
30	V1004138	09/08/2020	1001416	ULINE	\$5,572.52
<b>30 - Total</b>					<b>\$5,572.52</b>
51	V5000370	09/08/2020	084465	REALLY GOOD STUFF	\$404.13
<b>51 - Total</b>					<b>\$404.13</b>
<b>Overall - Total</b>					<b>\$37,234.09</b>

## West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076874	09/15/2020	1002557	ABC-CLIO	\$1,956.00
	40076875	09/15/2020	1005135	AED SUPERSTORE	\$895.00
	40076877	09/15/2020	1008943	AMAZON	\$6,723.74
	40076878	09/15/2020	1008771	AMERICAN CHORAL DIRECTORS ASSOC	\$125.00
	40076879	09/15/2020	007075	AQUA PA	\$3,470.57
	40076880	09/15/2020	007351	ARAMARK UNIFORM SERVICES	\$68.36
	40076881	09/15/2020	1004484	BARBACANE THORNTON & COMPANY	\$875.00
	40076883	09/15/2020	011860	BENCHMARK SCHOOL	\$19,997.50
	40076884	09/15/2020	012700	BERKHEIMER ASSOC H A	\$4,085.60
	40076886	09/15/2020	1004955	BRADLEY, SANDRA	\$4,579.71
	40076887	09/15/2020	1004072	CALIFORNIA NEWSREEL	\$155.85
	40076888	09/15/2020	1003362	CARLSON, MARTHA	\$253.54
	40076890	09/15/2020	1003719	CENTRAL POLY BAG CORP	\$32.97
	40076891	09/15/2020	023755	CHESTER COUNTY INT UNIT # 24	\$1,814.10
	40076893	09/15/2020	028880	CONWAY POWER EQUIPMENT INC	\$574.18
	40076894	09/15/2020	1006843	D. ARMSTRONG INSTALLATIONS	\$4,400.00
	40076895	09/15/2020	1009033	DANIELS, MARY	\$25.94
	40076897	09/15/2020	033800	DEVEREUX FOUNDATION	\$15,576.30
	40076898	09/15/2020	1008878	DR. ROBERT KETTERER CHARTER SCHOOL	\$42.40
	40076899	09/15/2020	1006669	EAI EDUCATION	\$4,851.71
	40076901	09/15/2020	037255	ECONOMY GLASS SPECIALISTS	\$594.58
	40076902	09/15/2020	1006646	EMEDCO	\$163.94
	40076903	09/15/2020	1003001	EPS-SCHOOL SPECIALTY	\$390.88
	40076904	09/15/2020	040630	ETA/HAND2MIND	\$662.86
	40076905	09/15/2020	1003612	FASTENAL COMPANY	\$288.84
	40076906	09/15/2020	042520	FERGUSON ENT., INC. #501	\$173.88
	40076907	09/15/2020	090920	FERRARO, LARRY & ANTHONY	\$88.00
	40076909	09/15/2020	1008368	FLEXIP SOLUTIONS INC	\$4,800.32
	40076910	09/15/2020	1008607	G2 PERFORMANCE LLC	\$1,730.82
	40076911	09/15/2020	1006409	GIBBS SMITH EDUCATION	\$236.56
	40076912	09/15/2020	050075	GREAT AMERICA FINANCIAL SERVICES	\$4,823.01
	40076913	09/15/2020	1007230	HMH DBA GREAT SOURCE ACCESS	\$3,750.00
	40076915	09/15/2020	054645	HILLYARD, INC.	\$1,746.53
	40076916	09/15/2020	1008825	HOME DEPOT PRO, THE	\$1,462.67
	40076917	09/15/2020	1007808	IMPERIAL BAG & PAPER	\$56,902.00
	40076918	09/15/2020	1007442	INSIGHT WORKFORCE SOLUTIONS LLC	\$6,741.95
	40076919	09/15/2020	1006655	IRWIN SEATING COMPANY	\$968.10
	40076920	09/15/2020	1007905	ISOLVED HCM LLC	\$1,462.50
	40076921	09/15/2020	1003017	JSTOR-ITHAKA	\$1,170.00

## West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076922	09/15/2020	1008994	KAJEET, INC.	\$6,354.97
	40076924	09/15/2020	065200	KRAPF JR & SON INC GEORGE	\$57,221.93
	40076925	09/15/2020	069270	MACGILL & CO, WILLIAM V.	\$370.31
	40076926	09/15/2020	1001483	MARKET STREET PRINT AND COPY	\$73.15
	40076927	09/15/2020	071565	MATHCOUNTS	\$360.00
	40076928	09/15/2020	077500	NASCO	\$351.78
	40076929	09/15/2020	1006651	NATIONAL GEOGRAPHIC	\$100.00
	40076930	09/15/2020	079580	OFFICE BASICS INC	\$2,988.00
	40076931	09/15/2020	079853	ON THE GO KIDS, INC	\$20,412.66
	40076932	09/15/2020	079853	ON THE GO KIDS, INC	\$794.86
	40076933	09/15/2020	1007711	ONHAND SCHOOLS INC.	\$48,803.46
	40076934	09/15/2020	080195	PA DEPT OF LABOR & INDUSTRY-E	\$214.51
	40076935	09/15/2020	080575	PASCD	\$65.00
	40076936	09/15/2020	080622	PATHWAY SCHOOL, THE	\$11,404.94
	40076937	09/15/2020	1007748	PAYSCHOOLS	\$1,175.00
	40076938	09/15/2020	052305	PEARSON/HARCOURT ASSESSMENT	\$1,950.00
	40076939	09/15/2020	081610	PERFECTION LEARNING CORP	\$2,063.03
	40076940	09/15/2020	1003736	PETROLEUM TRADERS CORP.	\$1,131.56
	40076941	09/15/2020	082475	PLANK ROAD PUBLISHING INC	\$119.45
	40076942	09/15/2020	082730	POSITIVE PROMOTIONS	\$43.65
	40076943	09/15/2020	1007519	RAINBOW PRINTING AND ULTRA PLASTIC	\$301.00
	40076944	09/15/2020	1005267	RICOH USA, INC.	\$194.48
	40076945	09/15/2020	085720	ROSENAU CO INC, PHILIP	\$211.00
	40076946	09/15/2020	085750	ROTHWELL DOCUMENT SOLUTIONS	\$3,554.26
	40076947	09/15/2020	1009041	SAVVAS LEARNING COMPANY	\$21,511.93
	40076948	09/15/2020	1002114	SCHOOLWIDE INC	\$4,225.00
	40076949	09/15/2020	086590	SDIC - SCHOOL DISTRICTS	\$12,407.49
	40076951	09/15/2020	087646	SHAR PRODUCTS CO.	\$225.89
	40076952	09/15/2020	089850	SQUIBB CO, INC. ALVAH M.	\$168.40
	40076953	09/15/2020	1009074	STARTARE, JOSEPH MR. & MRS.	\$690.00
	40076954	09/15/2020	1008829	STRIVVEN MEDIA LLC	\$1,000.00
	40076955	09/15/2020	091390	SWANSON, INC., ROBERT S	\$225.00
	40076956	09/15/2020	1008819	TEACHER INNOVATIONS INC	\$40.50
	40076958	09/15/2020	092390	TRISTATE HVAC EQUIPMENT, LLP	\$142.74
	40076959	09/15/2020	082220	TURF EQUIPMENT AND SUPPLY COMPANY	\$731.88
	40076960	09/15/2020	1006892	U. S. BANK EQUIPMENT FINANCE	\$4,263.14
	40076961	09/15/2020	093600	UNITED REFRIGERATION CO	\$238.12
	40076962	09/15/2020	049790	W. W. GRAINGER, INC.	\$792.63
	40076963	09/15/2020	090800	STUDENT REFUNDS & REIMBURSEMENT	\$362.80

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076964	09/15/2020	097430	WESTTOWN TOWNSHIP	\$600.00
	40076965	09/15/2020	098060	WILSON LANGUAGE TRAINING CORP	\$2,975.18
	40076967	09/15/2020	1006316	XELLO INC	\$745.00
<b>01 - Total</b>					<b>\$370,265.61</b>
22	40076877	09/15/2020	1008943	AMAZON	\$38.28
	40076889	09/15/2020	021581	CDW GOVERNMENT, INC	\$9,789.54
	40076892	09/15/2020	1004703	COMSTAR TECHNOLOGIES	\$7,531.97
	40076896	09/15/2020	032540	DELL COMPUTER CORPORATION	\$3,669.51
	40076908	09/15/2020	1008097	FINTIE LLC	\$3,598.00
	40076966	09/15/2020	098915	WORTHINGTON DIRECT	\$3,677.10
<b>22 - Total</b>					<b>\$28,304.40</b>
30	40076882	09/15/2020	1001461	BARCO PRODUCTS COMPANY	\$6,637.84
	40076885	09/15/2020	015790	BOYLE'S FLOOR & WINDOW COVERNG	\$10,754.00
	40076900	09/15/2020	037020	EAST GOSHEN TOWNSHIP	\$114.50
	40076914	09/15/2020	1008737	HARTFORD FIRE INSURANCE COMPANY	\$17,221.16
	40076923	09/15/2020	1009026	KEYSTONE FIRE PROTECTION CO	\$934.29
	40076950	09/15/2020	1007154	SHA-NIC, INC.	\$995,295.06
	40076957	09/15/2020	1008856	THE FARFIELD COMPANY	\$130,147.35
<b>30 - Total</b>					<b>\$1,161,104.20</b>
50	80039078	09/15/2020	1007037	KINGS MILL INC.	\$1,000.00
	80039079	09/15/2020	1009064	LECLERC, SHIRLEY D.	\$273.00
<b>50 - Total</b>					<b>\$1,273.00</b>
51	80039080	09/15/2020	1004513	PURE HEALTH SOLUTIONS INC	\$826.80
	80039081	09/15/2020	097420	WESTTOWN THORNBURY PTO	\$602.25
<b>51 - Total</b>					<b>\$1,429.05</b>
<b>Overall - Total</b>					<b>\$1,562,376.26</b>

**West Chester Area School District  
Electronic Funds Transfer Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	V1004139	09/15/2020	1007696	AARDVARK PEST CONTROL SERVICES INC.	\$1,135.00
	V1004140	09/15/2020	014300	BLICK ART MATERIALS	\$5,416.48
	V1004141	09/15/2020	021100	CAROLINA BIOLOGICAL	\$21,041.10
	V1004142	09/15/2020	1005433	COLT PLUMBING	\$1,192.51
	V1004143	09/15/2020	030310	CRISIS PREVENTION INSTITUTE	\$150.00
	V1004144	09/15/2020	032900	DEMCO , INC.	\$86.02
	V1004145	09/15/2020	042300	FAULKNER PONTIAC BUICK	\$17.78
	V1004146	09/15/2020	043500	FLINN SCIENTIFIC	\$14,515.00
	V1004147	09/15/2020	043605	FOX ROTHSCHILD LLP	\$2,858.20
	V1004148	09/15/2020	1002386	JOHNSON CONTROLS, INC.	\$18,226.00
	V1004149	09/15/2020	062980	KELLAM LAWN MOWER	\$276.90
	V1004150	09/15/2020	077475	PARTS SERVICE - FRAZER	\$426.75
	V1004151	09/15/2020	086700	SCHOOL HEALTH CORPORATION	\$126.87
	V1004152	09/15/2020	086710	SCHOOL SPECIALTY INC	\$178.04
	V1004153	09/15/2020	1000679	SHERWIN WILLIAMS	\$105.77
	V1004154	09/15/2020	090190	STAR PRINTING INC.	\$1,328.72
	V1004155	09/15/2020	092000	TAYLORS MUSIC STORE	\$1,448.62
	V1004156	09/15/2020	094345	UNRUH, TURNER, BURKE & FREES	\$17,009.57
	V1004157	09/15/2020	1006367	WB MASON COMPANY	\$56.46
<b>01 - Total</b>					<b>\$85,595.79</b>
30	V1004156	09/15/2020	094345	UNRUH, TURNER, BURKE & FREES	\$15,827.08
	V1004158	09/15/2020	1004004	WORKPLACE CENTRAL	\$1,684.98
<b>30 - Total</b>					<b>\$17,512.06</b>
<b>Overall - Total</b>					<b>\$103,107.85</b>

**West Chester Area School District  
Check Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076968	09/16/2020	1009081	KESWICK CYCLE	\$1,300.00
01	- Total				\$1,300.00
30	40076969	09/16/2020	1009028	METAL ALLIANCE INC	\$635,365.80
30	- Total				\$635,365.80
<b>Overall - Total</b>					<b>\$636,665.80</b>

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40076970	09/22/2020	1005135	AED SUPERSTORE	\$71.40
	40076971	09/22/2020	1003432	AHOLD FINANCIAL SERVICES	\$32.17
	40076973	09/22/2020	1008943	AMAZON	\$11,143.58
	40076974	09/22/2020	1009082	APPLEGATE, ANTHONY J.	\$75.00
	40076975	09/22/2020	009710	B & H PHOTO	\$1,650.60
	40076977	09/22/2020	010830	BARNES & NOBLE INC.	\$191.70
	40076978	09/22/2020	011473	BEARINGS, BELTS & CHAIN, INC	\$964.52
	40076979	09/22/2020	1003051	BENCHMARK EDUCATION	\$152.90
	40076980	09/22/2020	1008129	BLAST INTERMEDIATE UNIT 17	\$4,242.00
	40076981	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40076982	09/22/2020	017340	BSN SPORTS LLC	\$717.51
	40076983	09/22/2020	021166	CARROT-TOP INDUSTRIES	\$742.83
	40076984	09/22/2020	021581	CDW GOVERNMENT, INC	\$190.89
	40076985	09/22/2020	023755	CHESTER COUNTY INT UNIT # 24	\$1,807.89
	40076988	09/22/2020	028880	CONWAY POWER EQUIPMENT INC	\$55.24
	40076989	09/22/2020	1009024	CROWDSYNC TECHNOLOGY LLC	\$83,175.00
	40076990	09/22/2020	030660	CURRICULUM ASSOCIATES INC	\$617.46
	40076992	09/22/2020	1001584	DELTA-T GROUP, INC.	\$899.43
	40076993	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40076994	09/22/2020	1005210	DIRECT ENERGY BUSINESS	\$4,652.93
	40076995	09/22/2020	1006544	DRUIDE INFORMATIQUE INC.	\$2,240.00
	40076996	09/22/2020	037255	ECONOMY GLASS SPECIALISTS	\$598.32
	40076997	09/22/2020	1008470	ESGI LLC	\$1,624.00
	40076998	09/22/2020	040630	ETA/HAND2MIND	\$406.54
	40076999	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077000	09/22/2020	042520	FERGUSON ENT., INC. #501	\$1,778.99
	40077001	09/22/2020	090920	FERRARO, LARRY & ANTHONY	\$1,382.72
	40077002	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077003	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$75.00
	40077004	09/22/2020	1006249	GENERAL HEALTHCARE RESOURCES, INC.	\$5,016.06
	40077005	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077006	09/22/2020	050075	GREAT AMERICA FINANCIAL SERVICES	\$1,572.25
	40077007	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077008	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077009	09/22/2020	054645	HILLYARD, INC.	\$1,526.62
	40077010	09/22/2020	055560	HOME DEPOT CREDIT SERVICES	\$348.92
	40077011	09/22/2020	1008825	HOME DEPOT PRO, THE	\$581.25
	40077012	09/22/2020	1007808	IMPERIAL BAG & PAPER	\$1,911.27
	40077013	09/22/2020	058380	INDCO, INC.	\$481.12

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40077014	09/22/2020	1009042	INDOFF INCORPORATED	\$19,639.95
	40077015	09/22/2020	1008507	INTEGRITY WORKFORCE SOLUTIONS INC	\$3,875.55
	40077018	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077019	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077020	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077021	09/22/2020	1003017	JSTOR-ITHAKA	\$1,170.00
	40077022	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077023	09/22/2020	1000345	KADES-MARGOLIS CAPITAL	\$200.00
	40077024	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077025	09/22/2020	1009073	KELLY SERVICES INC	\$20,954.22
	40077026	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077027	09/22/2020	052170	LEARNING WITHOUT TEARS	\$1,120.63
	40077028	09/22/2020	1000346	LINCOLN INVESTMENT PLANNING, INC.	\$625.00
	40077029	09/22/2020	1005143	MAILROOM SYSTEMS, INC.	\$176.48
	40077030	09/22/2020	071565	MATHCOUNTS	\$450.00
	40077031	09/22/2020	1008682	MCKESSON MEDICAL	\$5.57
	40077032	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077033	09/22/2020	1000348	METROPOLITAN LIFE INSURANCE CO.	\$138.89
	40077034	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077035	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077036	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$800.00
	40077037	09/22/2020	079961	ORIENTAL TRADING CO., INC	\$334.22
	40077038	09/22/2020	079989	OVERBROOK SCHOOL FOR THE BLIND	\$11,000.00
	40077039	09/22/2020	080065	PA PRINCIPALS ASSOCIATION	\$595.00
	40077040	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077041	09/22/2020	081090	PASA	\$358.00
	40077042	09/22/2020	082150	PECO ENERGY COMPANY	\$301.90
	40077043	09/22/2020	1003736	PETROLEUM TRADERS CORP.	\$1,500.95
	40077044	09/22/2020	1007600	POWERSCHOOL GROUP LLC	\$744.00
	40077045	09/22/2020	1008210	PTCFAST.COM	\$100.00
	40077046	09/22/2020	1005844	RELIANCE STANDARD LIFE	\$23,651.49
	40077047	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077048	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077049	09/22/2020	085720	ROSENAU CO INC, PHILIP	\$2,530.00
	40077050	09/22/2020	085750	ROTHWELL DOCUMENT SOLUTIONS	\$6.53
	40077051	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077053	09/22/2020	1002114	SCHOOLWIDE INC	\$2,674.26
	40077054	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077055	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00

**West Chester Area School District  
Check Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40077056	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077057	09/22/2020	1005955	SUPERIOR TEXT	\$31,052.31
	40077058	09/22/2020	091390	SWANSON, INC., ROBERT S	\$2,640.00
	40077059	09/22/2020	1008422	TELESYSTEM	\$7,041.72
	40077060	09/22/2020	1002255	TEXTBOOK WAREHOUSE	\$284.00
	40077061	09/22/2020	1009067	THEMES & VARIATIONS INC	\$149.95
	40077062	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077063	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077064	09/22/2020	1002775	TRAFFIC SAFETY STORE, THE	\$315.00
	40077065	09/22/2020	1008073	TRASH TECH	\$516.44
	40077066	09/22/2020	093070	TREASURER OF CHESTER COUNTY	\$4,000.00
	40077067	09/22/2020	092390	TRISTATE HVAC EQUIPMENT, LLP	\$3,204.27
	40077068	09/22/2020	093600	UNITED REFRIGERATION CO	\$1,824.11
	40077069	09/22/2020	1007699	US MEDICAL STAFFING, INC.	\$837.22
	40077070	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077071	09/22/2020	049790	W. W. GRAINGER, INC.	\$194.60
	40077072	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00
	40077073	09/22/2020	095412	WAREHOUSE BATTERY OUTLET	\$1,932.00
	40077074	09/22/2020	1000058	TRUMARK FCU	\$1,280.51
	40077075	09/22/2020	097960	WIGGINS SHREDDING	\$74.00
40077076	09/22/2020	098060	WILSON LANGUAGE TRAINING CORP	\$11,188.26	
40077077	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$100.00	
01	<b>- Total</b>				<b>\$293,213.14</b>
22	40076973	09/22/2020	1008943	AMAZON	\$983.47
	40076987	09/22/2020	1004703	COMSTAR TECHNOLOGIES	\$6,967.75
	40076991	09/22/2020	032540	DELL COMPUTER CORPORATION	\$12,736.10
22	<b>- Total</b>				<b>\$20,687.32</b>
30	40076986	09/22/2020	1006788	CHESTER VALLEY ENGINEERS	\$222.00
	40077016	09/22/2020	1005435	JAY R. REYNOLDS, INC.	\$2,968.75
	40077017	09/22/2020	1006736	JBM MECHANICAL, INC.	\$5,519.90
	40077052	09/22/2020	1006778	SC STEVENSON CONSULTING INC	\$5,865.00
30	<b>- Total</b>				<b>\$14,575.65</b>
40	40076976	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$196.00
40	<b>- Total</b>				<b>\$196.00</b>
50	80039082	09/22/2020	1007324	PROGRAPH, INC	\$25.00

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
50	- Total				\$25.00
51	80039083	09/22/2020	1007234	BAYARD RUSTIN HIGH SCHOOL PTO	\$3,822.90
51	- Total				\$3,822.90
80	50001101	09/22/2020	1005754	ARAMARK SERVICES INC.	\$6,114.50
	50001102	09/22/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$40.30
80	- Total				\$6,154.80
<b>Overall - Total</b>					<b>\$338,674.81</b>

**West Chester Area School District  
Electronic Funds Transfer Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	V1004159	09/22/2020	014300	BLICK ART MATERIALS	\$3,943.21
	V1004160	09/22/2020	1005433	COLT PLUMBING	\$655.85
	V1004161	09/22/2020	032900	DEMCO , INC.	\$154.64
	V1004162	09/22/2020	042300	FAULKNER PONTIAC BUICK	\$254.31
	V1004163	09/22/2020	1002386	JOHNSON CONTROLS, INC.	\$4,500.20
	V1004164	09/22/2020	061630	JUNIOR LIBRARY GUILD	\$290.41
	V1004165	09/22/2020	065400	KURTZ BROS	\$624.34
	V1004166	09/22/2020	077475	PARTS SERVICE - FRAZER	\$10.47
	V1004167	09/22/2020	080980	PENN OFFICE PRODUCTS	\$555.67
	V1004168	09/22/2020	1007408	PROASYS INC.	\$2,275.00
	V1004169	09/22/2020	1006641	PSX, INC.	\$1,942.00
	V1004170	09/22/2020	086700	SCHOOL HEALTH CORPORATION	\$351.19
	V1004171	09/22/2020	086710	SCHOOL SPECIALTY INC	\$2,754.27
	V1004172	09/22/2020	092000	TAYLORS MUSIC STORE	\$2,102.10
	V1004173	09/22/2020	093609	U.S. MUNICIPAL SUPPLY, INC.	\$137.57
<b>01</b>	<b>- Total</b>				<b>\$20,551.23</b>
<b>Overall - Total</b>					<b>\$20,551.23</b>

**West Chester Area School District  
Check Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40077078	09/24/2020	1001584	DELTA-T GROUP, INC.	\$840.00
01	- Total				\$840.00
27	40077080	09/24/2020	1008954	NAGLE ATHLETIC SURFACES INC	\$223,171.00
27	- Total				\$223,171.00
30	40077079	09/24/2020	1009028	METAL ALLIANCE INC	\$130,950.00
30	- Total				\$130,950.00
<b>Overall - Total</b>					<b>\$354,961.00</b>

**West Chester Area School District  
Check Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40077081	09/29/2020	091740	TAX REFUNDS	\$163.92
	40077082	09/29/2020	1005135	AED SUPERSTORE	\$102.00
	40077083	09/29/2020	1003432	AHOLD FINANCIAL SERVICES	\$176.54
	40077084	09/29/2020	1004912	ALTA LANGUAGE SERVICES, INC.	\$1,180.25
	40077085	09/29/2020	1008943	AMAZON	\$3,961.49
	40077086	09/29/2020	007150	APPLE COMPUTER, INC	\$5,738.00
	40077087	09/29/2020	008510	ASCD	\$89.00
	40077088	09/29/2020	091740	TAX REFUNDS	\$371.71
	40077089	09/29/2020	091740	TAX REFUNDS	\$71.23
	40077090	09/29/2020	010830	BARNES & NOBLE INC.	\$2,047.41
	40077092	09/29/2020	091740	TAX REFUNDS	\$835.55
	40077093	09/29/2020	091740	TAX REFUNDS	\$997.10
	40077094	09/29/2020	091740	TAX REFUNDS	\$70.63
	40077095	09/29/2020	091740	TAX REFUNDS	\$126.88
	40077096	09/29/2020	017290	BUCKS COUNTY IU #22	\$12,423.96
	40077097	09/29/2020	1007181	BUSINESSSOLVER.COM, INC.	\$1,993.35
	40077098	09/29/2020	091740	TAX REFUNDS	\$251.62
	40077099	09/29/2020	091740	TAX REFUNDS	\$138.62
	40077100	09/29/2020	1003362	CARLSON, MARTHA	\$210.31
	40077101	09/29/2020	096250	CHARLES A. MELTON CENTER	\$35,700.00
	40077102	09/29/2020	023755	CHESTER COUNTY INT UNIT # 24	\$29,594.35
	40077103	09/29/2020	091740	TAX REFUNDS	\$330.79
	40077104	09/29/2020	091740	TAX REFUNDS	\$12,915.00
	40077105	09/29/2020	091740	TAX REFUNDS	\$6,952.95
	40077107	09/29/2020	028175	CONCEPT SCHOOL, THE	\$6,187.50
	40077108	09/29/2020	1008817	CORBETT INC	\$11,653.95
	40077109	09/29/2020	091740	TAX REFUNDS	\$600.00
	40077110	09/29/2020	091740	TAX REFUNDS	\$233.08
	40077111	09/29/2020	1008424	CRYSTAL SPRINGS	\$122.96
	40077112	09/29/2020	1009033	DANIELS, MARY	\$475.61
	40077113	09/29/2020	091740	TAX REFUNDS	\$271.33
	40077114	09/29/2020	032540	DELL COMPUTER CORPORATION	\$2,526.66
	40077115	09/29/2020	1001584	DELTA-T GROUP, INC.	\$2,700.81
	40077116	09/29/2020	033800	DEVEREUX FOUNDATION	\$11,178.00
	40077117	09/29/2020	1006669	EAI EDUCATION	\$551.21
	40077118	09/29/2020	1001473	EDUCERE	\$11,428.50
	40077119	09/29/2020	091740	TAX REFUNDS	\$2,492.10
	40077120	09/29/2020	091740	TAX REFUNDS	\$766.95
	40077121	09/29/2020	091740	TAX REFUNDS	\$3,713.09

**West Chester Area School District  
Check Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40077122	09/29/2020	1006249	GENERAL HEALTHCARE RESOURCES, INC.	\$1,165.89
	40077123	09/29/2020	091740	TAX REFUNDS	\$38.77
	40077124	09/29/2020	049690	GOVCONNECTION, INC	\$12,025.00
	40077125	09/29/2020	050075	GREAT AMERICA FINANCIAL SERVICES	\$1,516.94
	40077126	09/29/2020	091740	TAX REFUNDS	\$1,108.27
	40077127	09/29/2020	1008859	HORN PLUMBING	\$2,913.00
	40077128	09/29/2020	1008859	HORN PLUMBING	\$2,913.00
	40077129	09/29/2020	091740	TAX REFUNDS	\$266.54
	40077130	09/29/2020	091740	TAX REFUNDS	\$445.54
	40077131	09/29/2020	091740	TAX REFUNDS	\$1,318.42
	40077132	09/29/2020	091740	TAX REFUNDS	\$2,397.63
	40077133	09/29/2020	091740	TAX REFUNDS	\$588.40
	40077134	09/29/2020	091740	TAX REFUNDS	\$57.53
	40077135	09/29/2020	062600	KEEN COMPRESSED GAS CO	\$98.49
	40077136	09/29/2020	1009073	KELLY SERVICES INC	\$33,924.09
	40077137	09/29/2020	065915	LANGUAGE SERVICES ASSOCIATES	\$2,638.30
	40077138	09/29/2020	1000250	LINDAMOOD-BELL LEARNING PROCESSES	\$4,590.00
	40077139	09/29/2020	091740	TAX REFUNDS	\$1,539.52
	40077140	09/29/2020	070305	MAIN LINE CONCRETE & SUPPLY	\$127.80
	40077141	09/29/2020	091740	TAX REFUNDS	\$84.92
	40077142	09/29/2020	091740	TAX REFUNDS	\$3,205.18
	40077143	09/29/2020	091740	TAX REFUNDS	\$86.17
	40077144	09/29/2020	091740	TAX REFUNDS	\$676.15
	40077145	09/29/2020	091740	TAX REFUNDS	\$2,286.92
	40077146	09/29/2020	091740	TAX REFUNDS	\$3,997.76
	40077147	09/29/2020	1009085	NEURODEVELOPMENTAL ASSESSMENT &	\$3,750.00
	40077148	09/29/2020	079297	NASSP	\$2,300.00
	40077149	09/29/2020	091740	TAX REFUNDS	\$659.69
	40077151	09/29/2020	079550	OFFICE DEPOT	\$3,122.46
	40077152	09/29/2020	079895	O'ROURKE & SONS INC	\$150.00
	40077153	09/29/2020	091740	TAX REFUNDS	\$2,420.17
	40077154	09/29/2020	080887	PEDIATRIC THERAPEUTICS SVC INC	\$27,883.85
	40077155	09/29/2020	081610	PERFECTION LEARNING CORP	\$2,010.96
	40077156	09/29/2020	091740	TAX REFUNDS	\$5,790.43
	40077157	09/29/2020	1003736	PETROLEUM TRADERS CORP.	\$925.01
	40077159	09/29/2020	1007600	POWERSCHOOL GROUP LLC	\$500.00
	40077160	09/29/2020	091740	TAX REFUNDS	\$5,948.81
	40077161	09/29/2020	1004513	PURE HEALTH SOLUTIONS INC	\$98.00
	40077162	09/29/2020	091740	TAX REFUNDS	\$105.46

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	40077163	09/29/2020	1009084	REID, MR & MRS JASON	\$57,411.00
	40077164	09/29/2020	085173	RIFTON EQUIPMENT	\$75.00
	40077165	09/29/2020	091740	TAX REFUNDS	\$1,028.12
	40077166	09/29/2020	086650	SCHOLASTIC INC	\$11.39
	40077167	09/29/2020	086500	SCHOLASTIC NEWS	\$659.34
	40077168	09/29/2020	1002114	SCHOOLWIDE INC	\$11,478.46
	40077169	09/29/2020	091740	TAX REFUNDS	\$1,261.20
	40077170	09/29/2020	091740	TAX REFUNDS	\$1,025.32
	40077171	09/29/2020	1005955	SUPERIOR TEXT	\$5,966.60
	40077172	09/29/2020	091360	SWEET, STEVENS, KATZ, & WILLIAMS	\$11,035.05
	40077173	09/29/2020	1002255	TEXTBOOK WAREHOUSE	\$145.00
	40077174	09/29/2020	091740	TAX REFUNDS	\$747.40
	40077175	09/29/2020	091740	TAX REFUNDS	\$556.94
	40077176	09/29/2020	1006474	TRI-STATE ELEVATOR COMPANY, INC.	\$640.37
	40077177	09/29/2020	093630	UNITED PARCEL SERVICE	\$65.34
	40077178	09/29/2020	091740	TAX REFUNDS	\$8,134.51
	40077179	09/29/2020	1007699	US MEDICAL STAFFING, INC.	\$1,097.58
	40077180	09/29/2020	1002676	VERIZON WIRELESS	\$1,959.90
	40077181	09/29/2020	1007837	VOYAGER SOPRIS LEARNING, INC.	\$241.78
	40077182	09/29/2020	091740	TAX REFUNDS	\$75,453.39
40077183	09/29/2020	091740	TAX REFUNDS	\$1,230.43	
40077184	09/29/2020	1008068	WILLIAMS SCOTSMAN, INC	\$1,468.00	
40077185	09/29/2020	091740	TAX REFUNDS	\$353.89	
<b>01</b>	<b>- Total</b>				<b>\$489,065.49</b>
22	40077085	09/29/2020	1008943	AMAZON	\$152.98
	40077106	09/29/2020	1004703	COMSTAR TECHNOLOGIES	\$3,519.98
	40077114	09/29/2020	032540	DELL COMPUTER CORPORATION	\$1,126.22
<b>22</b>	<b>- Total</b>				<b>\$4,799.18</b>
27	40077158	09/29/2020	090800	STUDENT REFUNDS & REIMBURSMENT	\$850.00
<b>27</b>	<b>- Total</b>				<b>\$850.00</b>
30	40077091	09/29/2020	1004477	BLACKNEY HAYES ARCHITECTS	\$37,434.97
	40077184	09/29/2020	1008068	WILLIAMS SCOTSMAN, INC	\$3,746.00
<b>30</b>	<b>- Total</b>				<b>\$41,180.97</b>
50	80039084	09/29/2020	091840	BALFOUR PUBLISHING	\$12,501.84
	80039085	09/29/2020	1009064	LECLERC, SHIRLEY D.	\$28.00
	80039086	09/29/2020	079550	OFFICE DEPOT	\$659.34

### West Chester Area School District Check Register

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
50	- Total				\$13,189.18
51	80039087	09/29/2020	1008424	CRYSTAL SPRINGS	\$98.85
	80039088	09/29/2020	1004513	PURE HEALTH SOLUTIONS INC	\$44.00
51	- Total				\$142.85
80	50001103	09/29/2020	1001312	CLARK FOOD SERVICE EQUIPMENT	\$6,706.82
80	- Total				\$6,706.82
<b>Overall - Total</b>					<b>\$555,934.49</b>

**West Chester Area School District  
Electronic Funds Transfer Register**

Fund Charged	Check Number	Check Date	Vendor Number	Vendor Name	Transaction Amount
01	V1004174	09/29/2020	021100	CAROLINA BIOLOGICAL	\$11,689.50
	V1004175	09/29/2020	032900	DEMCO , INC.	\$90.50
	V1004176	09/29/2020	032952	DENNEY ELECTRIC SUPPLY	\$713.50
	V1004177	09/29/2020	1003700	EPIC DEVELOPMENT SERVICES	\$31,086.75
	V1004178	09/29/2020	042300	FAULKNER PONTIAC BUICK	\$11.55
	V1004179	09/29/2020	043500	FLINN SCIENTIFIC	\$80.85
	V1004180	09/29/2020	1007705	HOFFMAN ACADEMY	\$520.00
	V1004181	09/29/2020	061630	JUNIOR LIBRARY GUILD	\$547.50
	V1004182	09/29/2020	077475	PARTS SERVICE - FRAZER	\$89.75
	V1004183	09/29/2020	1001416	ULINE	\$183.55
<b>01 - Total</b>					<b>\$45,013.45</b>
<b>Overall - Total</b>					<b>\$45,013.45</b>

Student Activity Accounts

Budget Unit	Project	Project Title	September 30, 2020
50000221	005221	BEST BUDDIES	1,399.75
50000222	005222	BEST BUDDIES	364.27
50000223	005223	BEST BUDDIES	2,873.76
50000326	005326	BEST BUDDIES	1,642.49
50000327	005327	BEST BUDDIES	474.99
50000328	005328	BEST BUDDIES	1,107.46
50000221	006221	BLACK STUDENT UNION	4,134.69
50000222	006222	BLACK STUDENT UNION	1,967.75
50000223	006223	BLACK STUDENT UNION	1,443.15
50000223	007223	BRINGING HOPE HOME CLUB	189.00
50000327	008327	8 <sup>th</sup> GRADE DANCE	703.48
50000221	010221	CLASS OF 2021	4,332.26
50000222	010222	CLASS OF 2021	6,733.22
50000223	010223	CLASS OF 2021	4,624.87
50000221	011221	CLASS OF 2022	2,483.18
50000222	011222	CLASS OF 2022	1,631.96
50000223	011223	CLASS OF 2022	7,269.81
50000221	012221	CLASS OF 2023	731.64
50000222	012222	CLASS OF 2023	224.00
50000223	012223	CLASS OF 2023	3,180.76
50000221	015221	CLASS OF 2020	7,797.20
50000222	015222	CLASS OF 2020	18,379.88
50000223	015223	CLASS OF 2020	8,018.54
50000221	016221	MOCK TRIAL TEAM	11.99
50000221	017221	MODEL U.N.	913.31
50000223	017223	MODEL U.N.	4,587.47
50000221	018221	DECA	5,582.17
50000222	018222	DECA	11,470.77
50000223	018223	DECA	21,435.17
50000223	019223	IDRYO (LITERARY MAGAZINE)	49.51
50000221	020221	ROTARY/INTERACT	836.94
50000222	020222	INTERACT	2,606.74
50000221	021221	MULTICULTURAL CLUB	329.04
50000221	022221	F.B.L.A. HENDERSON	2,944.39
50000221	023221	VIDEO PRODUCTION CLUB	2.43
50000222	023222	WVIK CLUB	368.80
50000223	023223	PHOTOGRAPHY CLUB	3,477.75
50000221	025221	ARTNERSHIPS	337.73
50000221	028221	WARRIORS HELPING WARRIORS	70.26
50000222	025222	RELAY FOR LIFE	700.09
50000221	027221	GIRL UP	1,373.74
50000221	032221	WORLD LANGUAGE HONOR SOCIETY	595.78
50000221	034221	NATIONAL HONOR SOCIETY	2,132.88
50000222	034222	NATIONAL HONOR SOCIETY	88.30
50000223	034223	NATIONAL HONOR SOCIETY	1,017.80
50000221	036221	NEWSPAPER	659.92
50000221	037221	SPEECH & DEBATE	214.22

Budget Unit	Project	Project Title	September 30, 2020
50000222	038222	FASHION CLUB	525.14
50000223	038223	FASHION CLUB	409.76
50000221	039221	HELPING HANDS CLUB	78.53
50000222	039222	HANDS TO HEARTS	22.52
50000221	040221	S.A.D.D.	1,701.25
50000222	040222	S.A.D.D.	964.99
50000223	040223	S.A.D.D.	1,616.22
50000221	041221	SCIENCE OLYMPIAD	2,064.75
50000222	041222	SCIENCE OLYMPIAD	494.79
50000223	041223	SCIENCE OLYMPIAD	4,494.29
50000221	042221	SKI CLUB	0.21
50000223	042223	SKI CLUB	1,643.65
50000326	042326	SKI CLUB	9,372.27
50000221	043221	PHYSICS OLYMPIAD	302.74
50000326	045326	CROSS COUNTRY	70.55
50000326	044326	SCIENCE OLYMPIAD	1,559.24
50000327	045327	ART CLUB	21.87
50000221	046221	NATIONAL ART HONOR SOCIETY	650.61
50000222	046222	NATIONAL ART HONOR SOCIETY	1,003.39
50000222	049222	HOUSE OF HOPE	75.22
50000221	050221	STUDENT COUNCIL	671.55
50000222	050222	STUDENT COUNCIL	17,124.71
50000223	050223	STUDENT COUNCIL	10,685.61
50000326	050326	STUDENT COUNCIL	15,029.70
50000327	050327	STUDENT COUNCIL	4,532.96
50000328	050328	STUDENT COUNCIL	12,777.05
50000221	051221	GSA	177.55
50000223	051223	RUSTIN GSA	1,068.59
50000326	051326	GSA	316.06
50000222	052222	OPERATION SMILE	126.00
50000221	054221	HIGH SCHOOL YEARBOOK	445.39
50000222	054222	HIGH SCHOOL YEARBOOK	18,767.65
50000223	054223	HIGH SCHOOL YEARBOOK	4,702.70
50000327	054327	MIDDLE SCHOOL YEARBOOK	208.16
50000328	054328	MIDDLE SCHOOL YEARBOOK	3,572.77
50000221	058221	ANIME CLUB	23.67
50000223	060223	GERMAN CLUB	786.92
50000221	061221	MU ALPHA THETA HONOR SOCIETY	328.06
50000222	061222	MATH CLUB	65.83
50000221	062221	ACADEMIC TEAM - HENDERSON	3,745.62
50000223	062223	ACADEMIC TEAM - RUSTIN	145.32
50000223	064223	AMERICAN LATINO PROGRAM	211.14
50000221	070221	SCHOOL MUSICAL	19,857.83
50000222	070222	BROADWAY SHOW	18,086.68
50000223	070223	THEATER FUND	9,983.40
50000221	072221	CALLIOPE	784.08
50000326	073326	FOOTBALL ACTIVITY FUND	4,112.75

Budget Unit	Project	Project Title	September 30, 2020
50000326	074326	CHEER CLUB	2,789.17
50000326	075326	WRESTLING ACTIVITY	242.47
50000326	076326	TRACK & FIELD ACTIVITY	779.98
50000221	077221	TRI-M MUSIC HONOR SOCIETY	779.06
50000221	078221	MUSIC DEPARTMENT FUND	2,693.27
50000222	078222	CHORAL FUND	974.68
50000223	078223	CHORAL FUND	4,776.80
50000222	086222	COMPUTER ACCOUNT	778.37
50000221	087221	ROBOTICS CLUB	2,228.54
50000221	090221	DRAMA CLUB	5,948.27
50000326	090326	DRAMA	19,854.54
50000327	090327	DRAMA	5,451.42
50000328	090328	DRAMA	20,899.81
50000221	093221	STUDENTS HELPING STUDENTS	809.96
50000222	093222	KARE - EAST	935.40
50000326	093326	PEIRCE PROUD KIDS	1,267.38
50000328	093328	FUGETT CARES	129.00
50000223	094223	MEGA CLUB	733.74
50000221	095221	FEMPOWERMENT CLUB	165.29
50000221	097221	KIDS 4 KIDS	128.34
50000222	098222	FORGN LANG HONOR SOCIETY	2,096.48
<b>Total Fund 50 Projects</b>			<b>393,387.02</b>
51000327	142327	SKI CLUB	1,303.40
51000330	164330	ACTIVITY FUND	6,123.33
51000432	164432	ACTIVITY FUND	956.85
51000437	164437	ACTIVITY FUND	13,710.76
51000438	164438	ACTIVITY FUND	3,761.41
51000440	164440	ACTIVITY FUND	3,371.99
51000444	164444	ACTIVITY FUND	17,005.40
51000445	164445	ACTIVITY FUND	109.45
51000447	164447	ACTIVITY FUND	11,183.06
51000448	164448	ACTIVITY FUND	13,133.23
51000451	164451	ACTIVITY FUND	10,576.76
51000452	164452	ACTIVITY FUND	10,088.81
51000453	164453	ACTIVITY FUND	7,876.76
51000931	164931	ACTIVITY FUND	23.29
51000955	164955	ACTIVITY FUND	620.97
51000451	179451	PHYSICAL EDUCATION	1,305.15
51000221	180221	CLEARING ACCOUNT	8,346.15
51000222	180222	CLEARING ACCOUNT	3,578.36
51000223	180223	CLEARING ACCOUNT	7,814.88
51000326	180326	CLEARING ACCOUNT	5,512.56
51000327	180327	CLEARING ACCOUNT	449.54
51000328	180328	CLEARING ACCOUNT	12,163.69
51000955	182955	COLLEGE SCHOLRSHP FD ADM	4,066.62
51000222	191222	SCHOOL SIGN EHS	3,875.14
51000452	193452	LIFE SKILLS SUPPORT	22.05

## Student Activity Accounts

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Budget Unit	Project	Project Title	September 30, 2020
51000440	194440	FIELD TRIP ACCT	19,253.85
51000327	195327	FIELD TRIP STET 6	8,730.14
51000327	196327	FIELD TRIP STET 7	1,607.41
51000327	197327	FIELD TRIP STET 8	496.54
51000221	202221	IMPROVEMENT FUND	14,798.16
51000222	202222	IMPROVEMENT FUND	31,875.85
51000223	202223	IMPROVEMENT FUND	16,184.21
51000326	202326	IMPROVEMENT FUND	1,804.09
51000327	202327	IMPROVEMENT FUND	3,808.37
51000328	202328	IMPROVEMENT FUND	1,329.09
51000222	203222	HEART MONITOR/PE ACCT	4,500.86
51000223	203223	PE HEART MONITORS	3,978.33
51000222	209222	ENGLISH DEPT	4,858.82
51000222	210222	LIBRARY FUND	1,019.96
51000223	210223	LIBRARY FUND	311.68
51000326	210326	LIBRARY FUND	1,001.02
51000327	210327	LIBRARY FUND	1,201.21
51000328	210328	LIBRARY FUND	3,622.87
51000438	210438	LIBRARY FUND	474.56
51000440	210440	LIBRARY FUND	437.19
51000444	210444	LIBRARY FUND	5,701.80
51000445	210445	LIBRARY FUND	593.02
51000447	210447	LIBRARY FUND	597.41
51000448	210448	LIBRARY FUND	9,893.70
51000451	210451	LIBRARY FUND	90.23
51000452	210452	LIBRARY FUND	7,767.59
51000453	210453	LIBRARY FUND	4,261.50
51000221	211221	HEALTH FITNESS/HRM	2,291.54
51000326	214326	MUSIC FUND	10,476.64
51000327	214327	MUSIC FUND	1,021.19
51000328	214328	MUSIC FUND	1,552.22
51000448	214448	MUSIC FUND	91.38
51000222	216222	PAVE THE WAY	1,652.62
51000221	234221	STUDENT ASSISTANCE FUND	8,900.23
51000222	234222	STUDENT ASSISTANCE FUND	16,251.29
51000223	234223	STUDENT ASSISTANCE FUND	2,635.90
51000328	234328	STUDENT ASSISTANCE FUND	9,230.72
51000221	250221	BRUNO SCHOLARSHIP	9,581.15
51000953	250953	ACTIVITY FEE WAIVER FUND STUDENT	8.94
51000221	251221	RICK MAERKER MEMORIAL SCHOLARSHIP	13,901.58
51000223	251223	ARSCOTT SOCCER SCHOLARSHIP	119.29
51000221	252221	B REED HNDERSON SCHOLARSHIP	65,099.53
51000221	253221	VICKY AHLUM MEMORIAL SCHOLARSHIP	4,831.50
51000221	254221	PEER BEST BUDDIES SCHOLARSHIP	282.73
51000222	254222	CLASS OF 2005 SCHOLARSHIP	2,262.34
51000221	255221	BOYS LACROSSE BOOSTERS AWARD	5,806.32
51000222	255222	RECYCLING SCHOLARSHIP	494.04

Student Activity Accounts

Budget Unit	Project	Project Title	September 30, 2020
51000221	257221	JEANNE D. SCIUBBA MEMORIAL SCHOLARSHIP	4.96
51000223	258223	BIANCA ROBERSON SCHOLARSHIP	8,638.67
51000955	259955	MATLACK MEMORIAL TRUST FUND	5,083.32
51000221	261221	TRAPNELL SCHOLARSHIP	117,999.91
51000223	263223	CHARLES COGNATO SCHOLARSHIP	23,685.00
51000221	265221	TUKLOFF MEMORIAL TRUST	975.08
51000222	268222	WENKE SCHOLSP FUND	8,697.76
51000221	269221	THOMAS WEEKS SCHOLARSHIP	367.66
51000222	275222	ALICIA CONCHE SCHOLARSHIP	1,045.00
51000955	290955	UNDISTRIBUTED INCOME	(370.21)
<b>Total Fund 51 Projects</b>			619,797.37
<b>Fund 50 / 51 - Combined Project Totals</b>			1,013,184.39
<b>Fund 50 / 51 - Combined Accounts Payable</b>			407.90
<b>Fund 50 / 51 - Due to / from other funds</b>			9,187.00
<b>Total Student Activity and Agency Funds</b>			<u>1,022,779.29</u>
<b>Fund 50 / 51 - Cash Account Balances as of September 30, 2020</b>			<b>Total Cash</b>
			<u>1,022,779.29</u>
<b>Total Student and Agency Activity Funds</b>			<u>1,022,779.29</u>

WEST CHESTER AREA SCHOOL DISTRICT  
FOOD SERVICES CASH BALANCE STATEMENT AND DISBURSEMENT APPROVAL REPORT  
SEPTEMBER 30, 2020

OPERATING CASH

CASH BALANCE AUGUST 31, 2020 \$ 218,305.98

RECEIPTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

DEPOSITS	-	
DEPOSITS ON ACCOUNT	1,868.69	
INTEREST	8.17	
SALE OF EQUIPMENT	-	
POS FEES RECEIVED	-	
ARAMARK REIMBURSEMENT	1,210.29	
TRANSFER FROM INVESTMENTS ACCOUNT	-	
TOTAL RECEIPTS	-	3,087.15

DISBURSEMENTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

BANK FEES	45.30	
POS SERVICE CHARGES	7.83	
EQUIPMENT PURCHASES	6,706.82	
ARAMARK PAYMENTS	163,789.29	
STUDENT REFUNDS	465.45	
ARAMARK MAINTENANCE SUPPLIES	-	
OTHER	-	
TOTAL DISBURSEMENTS	-	171,014.69

CASH BALANCE SEPTEMBER 30, 2020 \$ 50,378.44

INVESTMENTS

INVESTMENT BALANCE AUGUST 31, 2020 \$ 954,193.51

RECEIPTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

TRANSFERS FROM CHECKING ACCOUNT:	-	
STATE SUBSIDY:	-	
INTEREST:	124.94	
TOTAL ADDITIONS	-	124.94

DISBURSEMENTS SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

TRANSFER TO CHECKING ACCOUNT	-	
TOTAL DISBURSEMENTS	-	0.00

INVESTMENT BALANCE SEPTEMBER 30, 2020 \$ 954,318.45

PREPAID STUDENT ACCOUNTS

PREPAID STUDENT ACCOUNTS BALANCE AUGUST 31, 2020 \$ 268,025.24

ADD: RECEIVED ON ACCOUNT		
TOTAL ADDITIONS	-	

DEDUCT: PREPAIDS USED		
TOTAL DEDUCTIONS	-	

PREPAID STUDENT ACCOUNTS BALANCE SEPTEMBER 30, 2020 \$ 268,025.24

WEST CHESTER AREA SCHOOL DISTRICT  
 OCTOBER 26, 2020  
 STATEMENT OF DISBURSEMENTS SUMMARY  
 FOR THE PERIOD SEPTEMBER 1, 2020 - SEPTEMBER 30, 2020

GENERAL FUND DISBURSEMENTS	94,190,478.87
includes Technology, Federal Programs and any Special State Funds	
BILLS PAID	26,190,478.87
INVESTMENTS	68,000,000.00
CAPITAL RESERVE FUND	295,086.25
CAPITAL PROJECTS FUND	2,419,334.90
SPECIAL REVENUE - Athletics	3,865.12
TRUST FUNDS	196.00
CAFETERIA	170,961.56
STUDENT ACTIVITY FUND DISBURSEMENTS	15,587.18
TRUST AND AGENCY FUND DISBURSEMENTS	<u>7,532.61</u>
TOTAL DISBURSEMENTS	<u>97,103,042.49</u>

NOTE: A copy of the details of the above disbursements is available for review from the Board Secretary.

**WEST CHESTER AREA SCHOOL DISTRICT**

**October 26, 2020 SCHOOL BOARD MEETING**

**CONSENT AGENDA RESOLUTION**

**Approval of the September 30, 2020 Financial Report**

Approval is requested for the West Chester School District Financial Report for the month ending September 30, 2020.

I so move.

**2020-2021 General Fund Financial Analysis**

The expenses and revenues as of September 2020 represent 3 months of financial activity for the District. To date we have collected \$163.6 million in real estate taxes, we have \$9.0 million more in taxes to collect to achieve our budget. Our YTD current real estate tax collections are trending slightly ahead of last year as compared to budget.

The second largest local revenue category is Earned Income Tax which is 4.9% ahead of last year's collections. This is most likely caused by the extension in the due date for final payments (due April 15, 2020) until July 15, 2020 as a result of the pandemic. We will monitor EIT closely this year to provide an updated trend. We have received \$814,309 in transfer taxes year to date, this amount is behind last year and is the result of the size and timing of property transfers within the District.

Our local revenues YTD total \$170.1 million or 84.6% of budget. In state revenues we have received \$1.8 million (1/2 of budget) in gaming revenues and other subsidies are trending in line with last year. Federal revenues are also on target with budget.

We have made some revisions to our expenses for the 2020-21 school year. The revisions include a \$273,068 reduction of salaries and benefits related to average teacher salary and other headcount revisions. We have reduced our educational supplies projection by \$1,091,773 as a result of school PPA and departmental building carryover forfeitures as well as a PPA adjustment due to lower than anticipated enrollment. We have reduced our variable debt service expense for the 2020-21 year in the amount of \$150,000. In September we increased our projections in the following categories to recognize the spending related to the CARES grant funding and includes: salaries and benefits \$71,500, prof and tech svcs \$101,799 and supplies \$667,932. In August we refinanced an existing GOB and recognized \$1.5 million in savings. This amount was transferred to the capital reserve fund.

And as you can see on the statement, we have budgeted \$269.8 million in expenses and \$248.5 million in revenues this year and we budgeted to use \$21.3 million of our fund balance to close the gap between the expenses and revenues.

Our fund balance is projected to be \$35.6 million at June 30th 2021, but we are currently anticipating a \$14.6 million budget gap after an Act 1 index tax increase for the 2021-22 school year.

This concludes the financial report.  
John T. Scully, School Board Treasurer

West Chester Area School District  
2020-21 General Fund Including Technology and Federal Programs  
Revenue for the Month Ending September 30, 2020

	CURRENT YR BUDGET	YEAR TO DATE REVENUE	AVAILABLE BALANCE	YTD RECEIPTS CURR VS. PRIOR YR	% OF BUDGET RECEIVED CURRENT YR	% OF BUDGET RECEIVED VS. PRIOR YR
CURRENT REAL ESTATE	172,568,153.00	163,558,025.10	9,010,127.90	2,721,168.70	94.78%	93.58%
INTERIM R. E. TAXES	824,699.00	244,346.81	580,352.19	80,710.67	29.63%	13.80%
PUBLIC UTILITY R. T.	180,000.00	-	180,000.00	-	0.00%	0.00%
EARNED INCOME TAXES	19,590,251.00	4,965,253.74	14,624,997.26	515,916.48	25.35%	20.44%
REAL ESTATE TRANSFER	3,735,352.00	814,308.88	2,921,043.12	(506,466.49)	21.80%	30.05%
DELIQU TAX LEVIED	2,858,800.00	355,828.09	2,502,971.91	(48,188.05)	12.45%	14.13%
EARNINGS-INVESTMENTS	500,000.00	76,074.08	423,925.92	(431,091.86)	15.21%	50.72%
PARKING FEES	65,000.00	-	65,000.00	(49,395.00)	0.00%	82.33%
RENTALS	245,000.00	49,853.25	195,146.75	(63,424.75)	20.35%	31.47%
CONTRIBUTIONS	11,000.00	-	11,000.00	(7,425.00)	0.00%	67.50%
SUMMER SCHL TUITION	51,000.00	18,898.79	32,101.21	(12,008.06)	37.06%	68.68%
RCPTS OTHER LEA'S PA	53,000.00	40,445.44	12,554.56	40,445.44	76.31%	0.00%
OUTDOOR EDU. TUITION	14,510.00	-	14,510.00	(7,607.10)	0.00%	10.85%
MISCELLANEOUS REVENU	76,000.00	19,780.82	56,219.18	18,396.51	26.03%	1.82%
REF PRIOR YR EXPEN.	10,000.00	947.00	9,053.00	(238.53)	9.47%	4.74%
ACTIVITY FEE REVENUE	294,490.00	1,575.00	292,915.00	(234,990.00)	0.53%	62.17%
ADVERTISING REVENUE	-	-	-	(36.79)	0.00%	0.00%
<b>LOCAL REVENUES</b>	<b>201,077,255.00</b>	<b>170,145,337.00</b>	<b>30,931,918.00</b>	<b>2,015,766.17</b>	<b>84.62%</b>	<b>82.26%</b>
BASIC INSTR. SUBSIDY	8,421,880.00	1,212,892.00	7,208,988.00	(13.00)	14.40%	14.40%
TUITION ORPHANS	290,000.00	-	290,000.00	-	0.00%	0.00%
MIGRATORY CHILDREN	-	-	-	-	0.00%	0.00%
SPECIAL ED FUNDING	5,899,089.00	1,572,796.00	4,326,293.00	1,146.00	26.66%	25.34%
PRRI/APS DIRECT PAYMENTS	-	-	-	-	0.00%	0.00%
TRANSPORTATION SUB.	2,321,816.00	211,009.00	2,110,807.00	7,090.00	9.09%	5.55%
RENT SUBSIDY	1,093,234.00	32,512.19	1,060,721.81	(2,564.01)	2.97%	3.16%
MEDICAL-DENTAL SVCS.	252,545.00	-	252,545.00	-	0.00%	0.00%
BASIC ED REIM SUPP	3,570,346.00	1,785,173.00	1,785,173.00	(13,953.00)	50.00%	50.00%
SCHOOL SAFETY AND SECURITY	-	-	-	(400,050.00)	0.00%	100.00%
READY TO LEARN BLOCK GRANT	399,095.00	-	399,095.00	-	0.00%	0.00%
SOC SEC/MED SUBSIDY	3,924,722.00	944,858.31	2,979,863.69	944,858.31	24.07%	0.00%
RETIREMENT SUBSIDY	17,695,207.00	4,477,030.20	13,218,176.80	4,477,030.20	25.30%	0.00%
<b>STATE REVENUES</b>	<b>43,867,934.00</b>	<b>10,236,270.70</b>	<b>33,631,663.30</b>	<b>5,013,544.50</b>	<b>23.33%</b>	<b>11.58%</b>
IDEA 619 FUNDS	6,100.00	-	6,100.00	-	0.00%	0.00%
IDEA PASS THROUGH	1,425,436.00	-	1,425,436.00	-	0.00%	0.00%
TITLE I	598,796.00	197,304.48	401,491.52	117,465.02	32.95%	11.33%
TITLE II	236,948.00	160,500.19	76,447.81	95,723.17	67.74%	24.89%
TITLE III LEP/IMMIGRAN	91,336.00	25,989.48	65,346.52	10,083.27	28.45%	14.60%
TITLE IV	52,725.00	12,597.41	40,127.59	1,569.75	23.89%	18.39%
CARES ACT	-	77,655.48	(77,655.48)	77,655.48	0.00%	0.00%
MA DIRECT SERVICES	970,000.00	75,909.05	894,090.95	75,909.05	7.83%	0.00%
MA ADMIN TIME STUDY	30,000.00	19,955.84	10,044.16	37.17	66.52%	66.40%
<b>FEDERAL PROGRAMS</b>	<b>3,411,341.00</b>	<b>569,911.93</b>	<b>2,841,429.07</b>	<b>378,442.91</b>	<b>16.71%</b>	<b>6.45%</b>
<b>TOTAL REVENUES</b>	<b>248,356,530.00</b>	<b>180,951,519.63</b>	<b>67,405,010.37</b>	<b>7,407,753.58</b>	<b>72.86%</b>	<b>68.74%</b>

DATE: 10/12/2020  
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WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTALL

SELECTION CRITERIA: orgn.fund='01'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
111	REG SALARIES ADMIN	9,237,294.00	1,011,313.94	.00	2,607,190.02	6,630,103.98	28.22
121	REG SALARIES PROF	72,910,522.00	9,989,379.82	.00	13,377,296.30	59,533,225.70	18.35
123	EXTRA ASSIGN PROF	1,008,952.00	258,684.68	.00	895,457.08	113,494.92	88.75
124	SABBATICL LV PROF	300,000.00	30,231.81	.00	40,809.08	259,190.92	13.60
125	SUBJ CHRPRSN PROF	421,496.00	48,593.91	.00	64,774.43	356,721.57	15.37
127	RETIREMT SEV PROF	392,000.00	.00	.00	.00	392,000.00	.00
128	HOMEBD INSTR PROF	.00	52.50	.00	52.50	-52.50	.00
135	SUPPLEMTL CONTR PROF	2,167,000.00	429,548.14	.00	567,771.92	1,599,228.08	26.20
141	REG SALARIES TECHNCL	4,054,914.00	369,384.96	.00	938,755.56	3,116,158.44	23.15
143	EXTRA ASSIGN TECHNCL	2,000.00	.00	.00	5,933.73	-3,933.73	296.69
151	REG SALARIES OFFICE	2,911,088.00	319,767.72	.00	635,520.22	2,275,567.78	21.83
153	O/T SALARIES OFFICE	52,433.00	19,159.83	.00	27,583.44	24,849.56	52.61
154	SALARIES AIDES	503,231.00	32,623.65	.00	32,805.58	470,425.42	6.52
158	TECH AIDES	434,855.00	49,203.18	.00	78,829.00	356,026.00	18.13
161	REG SALARIES O & M	5,266,503.00	510,372.85	.00	1,027,499.84	4,239,003.16	19.51
162	TEMP SALARIES O & M	75,000.00	.00	.00	.00	75,000.00	.00
163	O/T SALARIES O & M	180,000.00	581.39	.00	1,243.11	178,756.89	.69
167	CUSTODIAL SEVERANCE	40,000.00	.00	.00	.00	40,000.00	.00
168	TECH TRADE/CRAFTS	680,689.00	65,215.42	.00	130,064.44	550,624.56	19.11
171	NEW HIRES	.00	.00	.00	2,101.56	-2,101.56	.00
191	REG SALARIES INSTRL AIDE	2,341,711.00	175,136.01	.00	175,313.57	2,166,397.43	7.49
193	O/T INSTRUCTIONAL AIDES	59,450.00	607.84	.00	42,028.63	17,421.37	70.70
211	MEDICAL INSURANCE	13,308,207.00	2,137,243.83	.00	3,177,732.90	10,130,474.10	23.88
212	DENTAL INSURANCE	1,335,429.00	149,092.27	.00	222,103.63	1,113,325.37	16.63
213	LIFE INSURANCE	181,946.00	12,713.07	.00	27,590.65	154,355.35	15.16
214	INC. PROT. INS.	241,185.00	18,216.37	.00	28,483.68	212,701.32	11.81
215	EYE CARE INS	198,319.00	24,016.85	.00	36,241.87	162,077.13	18.27
216	PRESCRIPTION INS	4,089,799.00	435,917.19	.00	617,637.03	3,472,161.97	15.10
220	SOCIAL SECURITY CONT	7,849,447.00	953,737.76	.00	1,481,482.91	6,367,964.09	18.87
230	RETIREMENT CONTRIBS	35,390,415.00	4,519,871.18	.00	6,931,366.11	28,459,048.89	19.59
231	RETIREMENT CONTR - DC	.00	11,181.36	.00	15,829.43	-15,829.43	.00
240	TUITION REIMBURSE	600,000.00	58,695.26	.00	108,517.27	491,482.73	18.09
250	UNEMPLOYMENT COMP	374,472.00	.00	.00	80,097.93	294,374.07	21.39
260	WORKMEN'S COMPENS	896,245.00	12,407.49	.00	131,804.34	764,440.66	14.71
290	OTHER EMPLOYEE BEN	.00	.00	.00	205,467.15	-205,467.15	.00
300	PRCHSD PRO&TECH SVS	2,800.00	.00	.00	.00	2,800.00	.00
302	PURCH PROF AIDES	2,934,725.00	58,592.32	.00	69,441.06	2,865,283.94	2.37
303	PURCH PROF TSS CCIU	500,000.00	.00	.00	.00	500,000.00	.00
304	PURCH PROF TSS CONTRACTE	1,554,719.00	.00	.00	.00	1,554,719.00	.00
310	OFFICIAL/ADMIN SVCS	639,938.00	43,628.27	.00	124,413.82	515,524.18	19.44
315	PURCH PROF TEACHER SUBS	2,195,625.00	61,911.74	575.00	62,262.86	2,132,787.14	2.86
316	PURCH PROF AIDES SUBS	300,000.00	113.40	.00	113.40	299,886.60	.04
317	PURCH PROF ADM SUPPRT SU	100,000.00	13,598.18	.00	19,270.48	80,729.52	19.27
320	PROF EDUCATIONAL SVCS	1,500.00	.00	.00	.00	1,500.00	.00
322	PROF ED SVCS IU'S	5,627,772.00	1,146.83	.00	2,093.87	5,625,678.13	.04
323	PROF ED SVCS OTHER	2,451,709.00	164,051.27	.00	341,006.42	2,110,702.58	13.91

DATE: 10/12/2020  
TIME: 14:05:49

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
EXPSTALL

SELECTION CRITERIA: orgn.fund='01'  
ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
324	PROF ED SRVS EMPL TRAIN.	87,000.00	460.00	7,847.50	12,952.27	66,200.23	23.91
329	PROF. EDUC. SVCS- OTHER	447,600.00	3,678.51	.00	18,438.76	429,161.24	4.12
330	OTHER PROF SERVICES	2,406,150.00	145,100.62	40,311.80	372,915.59	1,992,922.61	17.17
340	TECHNICAL SERVICES	24,640.00	.00	.00	.00	24,640.00	.00
348	PROF SVCS - TECHN LGY	58,828.00	1,695.96	5,490.76	40,273.21	13,064.03	77.79
350	SECURITY/SAFETY SVCS	511,000.00	.00	.00	39,074.89	471,925.11	7.65
360	EMPLOYEE TRAINING AND DE	2,000.00	.00	.00	.00	2,000.00	.00
390	OTHER PURCH. SVCS	235,697.00	9,225.87	48.00	9,297.37	226,351.63	3.96
422	ELECTRICITY	1,739,000.00	153,972.04	.00	307,837.32	1,431,162.68	17.70
424	WATER/SEWAGE	621,900.00	20,973.77	1,627.97	45,686.13	574,585.90	7.61
430	REPAIRS & MAINT SVCS	1,017,445.00	54,677.81	380,707.33	107,632.37	529,105.30	48.00
432	REPAIRS & MAINT- SVC EQU	7,600.00	.00	7,091.25	.00	508.75	93.31
438	REPAIRS & MAINT- TECH	280,991.00	.00	.00	3,500.00	277,491.00	1.25
441	RENTAL - LAND & BLDGS	283,800.00	819.21	10,596.00	4,404.00	268,800.00	5.29
442	EQUIPMENT RENTAL	205,921.00	14,341.30	150,057.56	42,357.13	13,506.31	93.44
444	RENTAL VEHICLES	3,500.00	.00	.00	.00	3,500.00	.00
449	OTHER RENTAL	3,725.00	.00	.00	.00	3,725.00	.00
513	CONTRACTED CARRIERS	14,899,412.00	78,429.45	.00	80,588.40	14,818,823.60	.54
516	FROM THE I.U.	12,000.00	.00	.00	.00	12,000.00	.00
521	FIRE INSURANCE	193,500.00	.00	.00	175,606.00	17,894.00	90.75
522	AUTO LIABLTY INS	51,000.00	.00	.00	47,323.00	3,677.00	92.79
523	GNRL PROP & LIAB INS	233,400.00	.00	.00	221,217.00	12,183.00	94.78
525	BONDING INSURANCE	7,762.00	.00	.00	75.00	7,687.00	.97
529	OTHER INSURANCE	62,300.00	.00	.00	48,402.00	13,898.00	77.69
530	TELEPHONE & POSTAGE	322,028.00	21,232.41	13,044.21	69,725.39	239,258.40	25.70
538	COMMUNICATIONS-TECH	134,100.00	1,636.86	41,845.21	14,802.79	77,452.00	42.24
540	ADVERTISING	19,300.00	.00	3,282.00	1,317.00	14,701.00	23.83
550	PRINTING AND BINDING	68,008.00	3,677.23	.00	19,303.95	48,704.05	28.38
560	TUITION	900,000.00	.00	.00	.00	900,000.00	.00
561	TUIT TO LEA WITHIN	233,000.00	997.90	.00	997.90	232,002.10	.43
562	TUITION - CHARTER SCHOOL	7,725,571.00	563,634.19	.00	1,452,256.57	6,273,314.43	18.80
563	TUIT TO PRIV SCHOOLS	1,118,900.00	54,747.50	.00	273,800.50	845,099.50	24.47
564	TUIT TO AREA VO-TECH	2,562,547.00	.00	.00	571,160.75	1,991,386.25	22.29
567	TUITION TO APP PRIV. SCH	1,646,369.00	78,739.36	.00	380,239.36	1,266,129.64	23.10
568	TUITION PRRI, ALT ED,DTE	20,000.00	.00	.00	.00	20,000.00	.00
569	TUITION OTHER	15,000.00	.00	.00	.00	15,000.00	.00
580	TRAVEL EXPENSES	190,507.00	4,186.22	.00	5,042.80	185,464.20	2.65
581	TRAVEL-PROF. DEVELOPMENT	192,183.00	-10.00	.00	1,680.08	190,502.92	.87
594	I.U. PAYMNT BY W.H SP CL	2,900.00	.00	.00	.00	2,900.00	.00
595	I.U. PAYMNT BY W/H	126,867.00	.00	.00	.00	126,867.00	.00
610	GENERAL SUPPLIES	3,310,609.00	308,831.71	821,198.60	864,037.43	1,625,372.97	50.90
618	SUPPLIES-TECHNOLOGY	5,175.00	.00	.00	2,000.00	3,175.00	38.65
621	NATURAL GAS	735,000.00	13,489.30	.00	26,346.25	708,653.75	3.58
626	GASOLINE & DIESEL	63,000.00	5,052.25	45,494.16	9,505.84	8,000.00	87.30
627	DIESEL FUEL	12,000.00	1,276.10	7,727.54	2,272.46	2,000.00	83.33
635	FOOD MEALS & REFRESHMENT	75,450.00	2,328.84	619.29	6,038.01	68,792.70	8.82

DATE: 10/12/2020  
 TIME: 14:05:49

WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
 EXPSTAIL

SELECTION CRITERIA: orgn.fund='01'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
640	BOOKS & PERIODICALS	804,738.00	102,342.77	84,845.04	432,869.21	287,023.75	64.33
648	BOOKS -TECHNOLOGY	12,650.00	.00	.00	.00	12,650.00	.00
650	SUPPLIES & FEES- TECH RE	1,313,653.00	108,832.62	142,940.46	1,530,730.39	-360,017.85	127.41
750	EQUIP - ORIG & ADDT'L	3,000.00	.00	.00	.00	3,000.00	.00
752	CAP EQUIP- ORIG. OR ADD	125,000.00	.00	.00	.00	125,000.00	.00
756	CAP TECH HARDWARE ORIGIN	.00	.00	.00	1,449.57	-1,449.57	.00
758	EQUIPMENT-TECHNOLOGY	12,655.00	.00	.00	.00	12,655.00	.00
760	EQUIPMENT - REPLACEMENT	6,513.00	.00	.00	.00	6,513.00	.00
761	NON CAP EQUIP- REPLACE	300.00	.00	.00	.00	300.00	.00
762	CAP EQUIP- REPLACE	327,500.00	474,047.75	.00	474,047.75	-146,547.75	144.75
768	EQUIP REPLACE-TECHNOLOGY	3,750.00	.00	.00	679.00	3,071.00	18.11
810	DUES AND FEES	221,282.00	16,626.51	31,026.70	40,861.19	149,394.11	32.49
811	MEMBERSHIPS	151,088.00	9,649.83	537.00	45,894.80	104,656.20	30.73
832	INT SERIAL BONDS	10,240,206.00	7,497.82	.00	649,166.37	9,591,039.63	6.34
840	CONTINGENCY	6,456,216.00	.00	.00	.00	6,456,216.00	.00
880	REFNDS OF PR YRS RCP	55,000.00	.00	.00	.00	55,000.00	.00
899	STUDENT ACTIVITY	100,000.00	.00	.00	.00	100,000.00	.00
912	SERIAL BNDS PRN PYMT	16,995,000.00	.00	.00	.00	16,995,000.00	.00
932	CAP RESERVE FD TRANS	6,167,541.00	.00	.00	2,095,558.00	4,071,983.00	33.98
TOTAL REPORT		269,684,167.00	24,248,184.00	1,796,913.38	44,883,350.62	223,003,903.00	17.31

DATE: 10/12/2020  
 TIME: 14:04:29

WEST CHESTER AREA SCHOOL DISTRICT  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTA11

SELECTION CRITERIA: orgn.fund='22'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
ACCOUNT-R6500 EARNINGS-INVESTMENTS R6500 EARNINGS-INVESTMENTS	75,000.00	3,793.06	.00	21,728.27	53,271.73	28.97
ACCOUNT-R9310 GENRL FND TRANSFERS R9310 GENRL FND TRANSFERS	4,071,983.00	.00	.00	.00	4,071,983.00	.00
ACCOUNT-R9400 SALE OF FIXED ASSETS R9400 SALE OF FIXED ASSETS	.00	.00	.00	1,048.02	-1,048.02	.00
TOTAL REPORT	4,146,983.00	3,793.06	.00	22,776.29	4,124,206.71	.55

DATE: 10/12/2020  
 TIME: 14:06:35

WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTAL1

SELECTION CRITERIA: orgn.fund='22'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
330	OTHER PROF SERVICES	.00	.00	1,356.00	.00	-1,356.00	.00
390	OTHER PURCH. SVCS	.00	.00	78,408.68	46,284.43	-124,693.11	.00
529	OTHER INSURANCE	34,500.00	-200.00	.00	-200.00	34,700.00	- .58
757	NON CAP TECH EQUIP-ORIG	280,700.00	3,598.00	.00	14,779.75	265,920.25	5.27
760	EQUIPMENT - REPLACEMENT	60,000.00	3,677.10	2,320.38	3,677.10	54,002.52	10.00
766	CAP TECH HARDWARE REPLAC	725,000.00	.00	.00	.00	725,000.00	.00
767	NON CAP TECH EQUIP-REPLA	3,147,336.00	1,250,591.78	472,266.19	1,394,292.96	1,280,776.85	59.31
810	DUES AND FEES	10,000.00	.00	.00	.00	10,000.00	.00
TOTAL REPORT		4,257,536.00	1,257,666.88	554,351.25	1,458,834.24	2,244,350.51	47.29

DATE: 10/12/2020  
TIME: 14:04:51

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='27'  
ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
TOTALLED ON:  
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ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
ACCOUNT-R9310 GENRL FND TRANSFERS R9310 GENRL FND TRANSFERS	2,095,558.00	.00	.00	2,095,558.00	.00	100.00
TOTAL REPORT	2,095,558.00	.00	.00	2,095,558.00	.00	100.00

DATE: 10/12/2020  
 TIME: 14:06:57

WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='27'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
300	PRCHSD PRO&TECH SVS	.00	.00	7,201.24	.00	-7,201.24	.00
330	OTHER PROF SERVICES	.00	226,838.74	67,063.80	226,838.74	-293,902.54	.00
390	OTHER PURCH. SVCS	.00	.00	240,703.77	16,954.06	-257,657.83	.00
430	REPAIRS & MAINT SVCS	.00	.00	2,883.00	9,950.00	-12,833.00	.00
610	GENERAL SUPPLIES	.00	.00	2,739.58	314.07	-3,053.65	.00
750	EQUIP - ORIG & ADDT'L	.00	.00	323.96	.00	-323.96	.00
752	CAP EQUIP- ORIG. OR ADD	1,694,808.00	.00	30,127.00	3,940.95	1,660,740.05	2.01
TOTAL REPORT		1,694,808.00	226,838.74	351,042.35	257,997.82	1,085,767.83	35.94

DATE: 10/12/2020  
TIME: 14:10:23

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='29'  
ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
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PAGE BREAKS ON:

ACCOUNT - - - - -	TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
R6710	GATE RECEIPTS	131,500.00	.00	.00	.00	131,500.00	.00
TOTAL REPORT		131,500.00	.00	.00	.00	131,500.00	.00

DATE: 10/12/2020  
 TIME: 14:07:17

WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='29'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: ACCOUNT  
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 PAGE BREAKS ON:

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
350	SECURITY/SAFETY SVCS	3,340.00	.00	.00	.00	3,340.00	.00
390	OTHER PURCH. SVCS	63,930.00	.00	.00	106.50	63,823.50	.17
513	CONTRACTED CARRIERS	3,080.00	.00	.00	.00	3,080.00	.00
580	TRAVEL EXPENSES	2,010.00	.00	.00	.00	2,010.00	.00
610	GENERAL SUPPLIES	35,690.00	3,465.12	15.00	9,539.28	26,135.72	26.77
762	CAP EQUIP- REPLACE	18,060.00	.00	.00	.00	18,060.00	.00
810	DUES AND FEES	5,390.00	.00	.00	.00	5,390.00	.00
TOTAL REPORT		131,500.00	3,465.12	15.00	9,645.78	121,839.22	7.35

**WEST CHESTER AREA SCHOOL DISTRICT  
CAPITAL PROJECTS FUND  
Month Ending September 30, 2020**

<b>Project</b>	<b>Description</b>	<b>Project Budget</b>	<b>Project to Date Expenses at Prior 6/30</b>	<b>Current Fiscal Year to Date Expenses</b>	<b>Total Expenses</b>	<b>Budget Balance</b>
<b>Current Projects</b>						
C007	Westtown-Thornbury Renovations/Additions	10,389,690.18	10,378,836.28	0.00	10,378,836.28	10,853.90
C009	East Bradford Renovations/Additions	10,260,000.00	10,153,503.90	222.00	10,153,725.90	106,274.10
C033	Exton Renovations/Additions	18,100,000.00	17,642,681.27	147,112.17	17,789,793.44	310,206.56
C034	East Goshen Design and Construction	17,750,000.00	15,779,973.36	623,906.62	16,403,879.98	1,346,120.02
C035	Mary C Howse Design and Construction	11,900,000.00	53,376.67	0.00	53,376.67	11,846,623.33
C036	Glen Acres Design and Construction	17,700,000.00	355,180.78	51,402.83	406,583.61	17,293,416.39
C038	Starkweather Design and Construction	10,400,000.00	477,546.31	0.00	477,546.31	9,922,453.69
C054	East Replace 2 Chillers and Add 1 Chiller	764,964.39	764,964.39	0.00	764,964.39	0.00
C057	New Elementary School Design and Construction	27,500,000.00	7,142,817.62	2,220,999.35	9,363,816.97	18,136,183.03
C059	Westtown-Thornbury Addition	2,500,000.00	57,734.27	24,985.31	82,719.58	2,417,280.42
C061	EHS Two Replacement Chillers	639,000.00	638,321.53	0.00	638,321.53	678.47
C063	HHS Softball Field Replacement	85,895.45	85,895.45	0.00	85,895.45	0.00
C066	RHS Replacement Roof Sections	984,505.61	28,500.00	970,300.80	998,800.80	(14,295.19)
C067	RHS Replacement Chiller	300,000.00	271,900.00	0.00	271,900.00	28,100.00
C999	2012-2023 Labor	4,915,221.54	3,466,531.50	116,593.44	3,583,124.94	1,332,096.60
	<b>Total Current Projects</b>	<b>149,245,103.20</b>	<b>81,350,914.36</b>	<b>4,155,522.52</b>	<b>85,506,436.88</b>	<b>63,738,666.32</b>

WEST CHESTER AREA SCHOOL DISTRICT  
FOOD SERVICES FUND  
SEPTEMBER 30, 2020

	2020-21 CONTRACT BUDGET	ACTUAL SEPTEMBER 2020	YTD 2020-21
<u>REVENUE</u>			
CAFETERIA SALES	2,725,673	-	-
GOVERNMENT REIMBURSEMENTS	769,873	65,868	107,461
TOTAL REVENUE	3,495,545	65,868	107,461
<u>EXPENDITURES</u>			
COST OF FOOD	1,205,102	43,668	36,042
<i>COMMODITY USAGE</i>	(101,150)	(11,174)	(11,174)
LABOR	1,568,170	70,590	120,609
ADMINISTRATIVE EXPENSE	66,495	6,650	6,650
MANAGEMENT FEE	61,380	6,138	6,138
OTHER DIRECT EXPENSES	413,684	20,775	34,511
TOTAL EXPENDITURES	3,213,680	147,820	203,950
PROFIT/LOSS	281,865	(81,952)	(96,489)

WEST CHESTER AREA SCHOOL DISTRICT  
September 2020

	452 EB	440 EG	438 EX	444 FH	445 GA	451 HILLS	437 MCH	448 PW	453 SS	447 WT	Total Elementary	328 F.M.	326 P.M.	327 S.M.	223 RUSTIN	222 EAST	221 HEND.	Total Secondary	OTHER	TOTAL			
Kindergarten	51	51	73	80	86	74	74	73	72	71	705										705	Kindergarten	
Special Education - Kinder	10	7	13	12	8	3	9	9	17	15	103										103	Special Education - Kinder	
Grade 1	49	70	99	72	98	80	85	76	82	84	795										795	Grade 1	
Special Education - Grade 1	5	8	18	15	10	10	7	8	13	7	101										101	Special Education - Grade 1	
Grade 2	54	59	70	103	81	90	112	61	93	87	810										810	Grade 2	
Special Education - Grade 2	5	7	9	3	13	6	15	8	13	11	90										90	Special Education - Grade 2	
Grade 3	64	69	85	91	84	80	83	77	74	88	795										795	Grade 3	
Special Education - Grade 3	12	12	20	5	9	6	8	8	11	13	104										104	Special Education - Grade 3	
Grade 4	58	59	76	75	65	86	106	69	79	74	747										747	Grade 4	
Special Education - Grade 4	8	17	17	12	19	8	13	11	9	14	128										128	Special Education - Grade 4	
Grade 5	49	65	56	82	68	82	77	67	87	65	698										698	Grade 5	
Special Education - Grade 5	12	9	22	16	14	10	16	19	17	14	149										149	Special Education - Grade 5	
Grade 6												262	309	228							799	Grade 6	
Special Education - Grade 6												43	55	58							156	Special Education - Grade 6	
Grade 7												245	303	246							794	Grade 7	
Special Education - Grade 7												47	64	54							165	Special Education - Grade 7	
Grade 8												228	333	234							795	Grade 8	
Special Education - Grade 8												49	43	42							134	Special Education - Grade 8	
Grade 9															253	256	293				802	Grade 9	
Special Education - Grade 9															42	47	51				140	Special Education - Grade 9	
Grade 10															262	267	306				835	Grade 10	
Special Education - Grade 10															62	40	39				141	Special Education - Grade 10	
Grade 11															277	258	316				851	Grade 11	
Special Education - Grade 11															41	43	47				131	Special Education - Grade 11	
Grade 12															295	287	276				858	Grade 12	
Special Education - Grade 12															48	40	53				141	Special Education - Grade 12	
Regular Education	325	373	459	503	482	492	537	423	487	469	4,550	735	945	708	1,087	1,068	1,191	5,734			10,284	Regular Education	
Special Education	52	60	99	63	73	43	68	63	80	74	675	139	162	154	193	170	190	1,008			1,683	Special Education	
In - District Total	377	433	558	566	555	535	605	486	567	543	5,225	874	1,107	862	1,280	1,238	1,381	6,742			11,967	In - District Total	
Out of District Totals																							
Alternative Ed. Reg. Ed.																				6	6	Alternative Ed. Reg. Ed.	
Alternative Ed. Special Ed.																				145	145	Alternative Ed. Special Ed.	
Charter Schools																							
Achievement Cyber																					3	3	Achievement Cyber
Agora Cyber																					8	8	Agora Cyber
Avon Grove																					1	1	Avon Grove
Chester County Family Academy																					21	21	Chester County Family Academy
Chester Community Charter Collegium																					-	-	Chester Community Charter Collegium
Commonwealth Connections - Cyber																					252	252	Commonwealth Connections - Cyber
Insight																					24	24	Insight
PA Distance																					5	5	PA Distance
Pa Leadership - Cyber																							
Pennsylvania Cyber																					120	120	Pa Leadership - Cyber
Pa Virtual - Cyber																					1	1	Pennsylvania Cyber
Reach Cyber																					9	9	Pa Virtual - Cyber
Renaissance Academy																					4	4	Reach Cyber
21st Century - Cyber																					3	3	Renaissance Academy
Outside PA																					12	12	21st Century - Cyber
GRAND TOTAL	377	433	558	566	555	535	605	486	567	543	5,225	874	1,107	862	1,280	1,238	1,381	6,742	614		12,581	Outside PA	



**WEST CHESTER AREA SCHOOL DISTRICT**

**October 26, 2020**

**OTHER BUSINESS**

**ACTION ITEMS**

**Approval of Revisions to Phased School Reopening Health and Safety Plan for SY 2020-21**

Approval is requested of Revisions to Phased School Reopening Health and Safety Plan for SY 2020-21.

***I so move.***

# West Chester Area School District

## Phased School Reopening Health and Safety Plan

Approved August 3, 2020

Revisions Board approved - September 29, 2020

***Board Action on Updates– October 26, 2020***

The West Chester Area School District Health and Safety Plan was created in accordance with the advice provided by medical officials, guidelines from the PA Department of Education, Centers for Disease Control, Chester County Health Department (CCHD), and PA Department of Health. The writing of this plan has taken into consideration input from parents, staff, and students. All updates to this plan and information about [Reopening of Schools](#) can be found on the West Chester Area School District Website. The purpose of this plan is to achieve the following goals:

- Maximize the protection of students, staff, and families while taking reasonable precautions ~~to do so~~.
- Provide safe, educational programs for students.
- Establish clear communication protocols to ensure that parents, staff, students, and community members receive accurate and timely information regarding the operations of schools.
- Provide flexibility for parents and staff to move in and out of “in-person,” hybrid, or remote instruction.
- Provide essential services and resources to students to address anxiety and/or mental health concerns.

The West Chester Area School District (WCASD) recognizes that there are no ~~optional~~ optimal ways to open schools during a pandemic. The goal is to safely continue school instruction. We also recognize that the Governor of Pennsylvania has structured the reopening of Pennsylvania into three phases: red, yellow, and green. These designations signal how counties and/or regions may begin easing some restrictions on schools, and we recognize that our plans must be fluid in order to move in and out of each phase. Currently:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services, such as school meal programs should continue. Large gatherings are prohibited. West Chester Area School District will operate schools in a Remote Learning format when in this phase. Instruction will be delivered in a combination of synchronous and asynchronous classes.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity’s publicly available website. ~~Yellow phase allows gatherings of no more than 25 people. Green phase allows gatherings of no more than 250 people. Gatherings of people will follow CCHD and/or mandates from the governor’s office.~~ The WCASD plan is written to be flexible in both

yellow and green phases but begins with a hybrid schedule to achieve 6 feet of social distancing.

### **Our plan is written with the following assumptions:**

- **There will not be a cure, or vaccine for the Covid-19 virus for the start of the school year.** (August 31, 2020)
- **The district has limited funding for the purpose of opening schools.** Because of the size of our district (16 schools and 12,000 students), with more than 2.2 million square feet of building space to maintain, our funds must be spent wisely for the purpose of providing the safest possible learning environment for students and staff.

### **In order to phase in for face-to-face instruction, we assume:**

- **Parents agree to take the temperatures of their children each morning before sending them to school.** The spread of viruses can be significantly reduced with the implementation of good hygiene by all. If children are sick, they need to remain at home. Temperatures may also be checked prior to entering the school each day.
- **Staff members agree to take their own temperatures each morning.** If a staff member is sick, that staff member agrees to stay home. Temperatures may also be checked prior to entering the school each day.
- **Social distancing of at least six feet** will be maintained, to the maximum extent feasible. Some schools may require the use of alternate spaces to realize six feet (e.g. art and music rooms). All classroom seats will be arranged to face one direction.
- **Enough parents (approximately 30%) volunteer to transport children** to reduce the number of children riding a bus with a maximum of two **children** to a seat.
- **Enough staff are available to operate schools each day.** Some staff may have compromised immune systems and/or be living with a person with a compromised immune system and may not be able to report to work. Some of these teachers can be scheduled to teach in the West Chester Cyber program.
- **Buses** - Students will be required to wear face **masks coverings** while on the bus. Seating will be limited to two children per seat. Drivers will wear **masks face coverings** when operating the buses. Buses will be disinfected between bus runs.
- **Cafeteria/Lunch - Green phase** - In order to maintain social distancing, secondary schools will serve lunch in the cafeteria and/or other alternative spaces. ( $\frac{2}{3}$  in the cafeteria, and  $\frac{1}{3}$  in the alternative). Elementary schools will eat lunch in the cafeteria. Breakfast will be served in the classrooms. **Yellow phase** - Lunches will be served in classrooms.
- **Face Coverings - Green phase/Yellow phase - All staff wear masks/face shields except when:**
  - working alone at a workstation.
  - eating lunch.
  - **Unable to cannot**-wear **it a face covering** due to a medical condition including those with respiratory issues that impede breathing, mental health condition, or disability.
- **All students wear Face Coverings all the time except when:**
  - eating lunch.
  - more than six feet of social distancing can be achieved outside (according to the most updated guidance from PDE, PA Department of Health, or **G**overnor).
  - mask breaks are scheduled.

- **Unable to ~~cannot~~ wear a face covering** due to a medical condition including those with respiratory issues that impede breathing, mental health condition, or disability.
- **Allowable Face Coverings are defined as:**
  - MASKS-surgical; KN95; N95 masks
  - CLOTH MASKS-2 ply that cover the mouth and nose completely
  - FACE SHIELDS-cover the nose and mouth completely

**Non-allowable face coverings include masks with valves, gaiter masks, bandannas, scarves or any other covering not listed above.**

- **General cleaning and hygiene - Green and Yellow phase** -All classrooms will be disinfected on a daily basis. Common touch areas will be disinfected three times a day. For classrooms with sinks, soap dispensers will be filled regularly. For classrooms without sinks, hand sanitizer will be provided. All water fountains will be disabled unless they are touchless filling stations for water bottles. Students are encouraged to bring their own water bottles. Bottled water will also be provided for students.
- **Elementary School Special area classes (Art, Music, PE, Library)** - social distancing will be followed. Art, music, and library will be taught in the classrooms. PE classes will be held in the gymnasium, and focus on individual lifetime fitness rather than team activities.
- **After school sports/activities** - Will follow PIAA and Chester County Department of Health Guidelines for activities and social distancing.
- **Procedures for when a student or staff member has tested positive for Covid-19** – The district is following Chester County Department of Health guidance on contact tracing, notification to parents and community, as well as disinfecting procedures.
- **When using a hybrid schedule, we will follow an AA/ Remote/ BB schedule.** Half the students will attend school on the days labeled A (last names beginning with A-K), the other half of the students will log in to class via Zoom. On the B days (last names beginning with letters L-Z) will attend in person while the A day students log in remotely.

AA /Remote/ BB – A remote day is scheduled to bring all students together at once on the same platform. Instruction will occur in the same manner as the current remote model.

Here is a sample schedule:

Sample Hybrid Schedule				
Monday	Tuesday	Wednesday	Thursday	Friday
Group A: In-Person	Group A: In-Person	Group A/B Remote	Group A: Remote Learning	Group A: Remote Learning
Group B: Remote Learning	Group B: Remote Learning	Group A/B Remote	Group B: In-Person	Group B: In-Person

Low incidence special needs students will continue to attend school 5 days a week in person. Other special education and English Learner students will attend four days a week in person and one-day remotely.

We did a review on September 25 for possible return to hybrid. Safety is the top priority.

Dr. James R. Scanlon, Superintendent of Schools, presented the West Chester Area School

District reopening plan to the community on Wednesday, July 29, 2020. The recommended course of action ~~is to begin~~ begins the school year in a remote setting. A first review of the plan was presented to the Board on September 29. A summary of the ~~remote~~ hybrid plan follows.

## Effective October 19, Elementary Hybrid Schedule will be as follows:

		Monday	Tuesday	Wednesday	Thursday	Friday
<b>Week of 10.12</b>	<b>Student Group</b>	X	Remote ½ Day	Remote ½ Day	Remote ½ Day	Remote ½ Day
<b>Week of 10.19</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 10.26</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 11.2</b>	<b>Student Group</b>	A	X	A	B	B
<b>Week of 11.9</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 11.16</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 11.23</b>	<b>Student Group</b>	A	B	X	X	X
<b>Week of 11.30</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 12.7</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 12.14</b>	<b>Student Group</b>	A	A	Remote	B	B
<b>Week of 12.21</b>	<b>Student Group</b>	A	B	Remote ½ Day	X	X

**Effective November 5th, Middle Level Hybrid Schedule  
will be as follows:**

		Monday	Tuesday	Wednesday	Thursday	Friday
Week of 10.12	Student Group	X	Remote	Remote	Remote	Remote
Week of 10.19	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote	Interim Remote
Week of 10.26	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote ½ Day	Interim Remote ½ Day
Week of 11.2	Student Group	Interim Remote ½ Day	X	Interim Remote ½ Day	B	B
Week of 11.9	Student Group	A	A	Remote	B	B
Week of 11.16	Student Group	A	A	Remote	B	B
Week of 11.23	Student Group	A	B	X	X	X
Week of 11.30	Student Group	A	A	Remote	B	B
Week of 12.7	Student Group	A	A	Remote	B	B
Week of 12.14	Student Group	A	A	Remote	B	B
Week of 12.21	Student Group	A	B	Remote ½ Day	X	X

## Effective November 5th, High School Hybrid Schedule will be as follows:

		Monday	Tuesday	Wednesday	Thursday	Friday
Week of 10.12	Student Group	X	Remote	Remote	Remote	Remote
Week of 10.19	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote	Interim Remote
Week of 10.26	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote ½ Day	Interim Remote ½ Day
Week of 11.2	Student Group	Interim Remote ½ Day	X	Interim Remote ½ Day	B	B
Week of 11.9	Student Group	A	A	Remote	B	B
Week of 11.16	Student Group	A	A	Remote	B	B
Week of 11.23	Student Group	A	B	X	X	X
Week of 11.30	Student Group	A	A	Remote	B	B
Week of 12.7	Student Group	A	A	Remote	B	B
Week of 12.14	Student Group	A	A	Remote	B	B
Week of 12.21	Student Group	A	B	Remote ½ Day	X	X

### Effective September 21, After School Sports

- September 21 - mandatory practices for fall sports will resume.
- September 24 - first eligible day for golf competition.
- September 28 – first eligible day for tennis, competitions.
- Week of October 5 - First eligible week for all other sports competitions.
- Outside events will be limited to 250 people with social distancing and face covering requirements. **Gatherings of people will follow CCHD and/or mandates from the governor's office.**
- Inside events will be limited to 25 people with social distancing and face covering requirements. **Gatherings of people will follow CCHD and/or mandates from the governor's office.**
- Sporting events will follow Chester County Health Department guidance as well as the PIAA Sports [guidance](#).

## Hybrid Model Implementation Timeline

Date	Action
	<i>Every Friday review weekly Chester County Health Department <a href="#">data</a> on cases</i>
Fri. Sept. 25	<b>Teacher advisory teams formed to help with building specifics</b>
Mon. Sept 28 (schools closed)	<b>Hybrid model Training for Administrators</b>
Tues. Sept 29	<b>Board Meeting - votes on Hybrid plan</b>
Week of Sept. 29 – Oct. 2	<b>K-12 Hybrid pilots (then use them for PD)</b>
Mon. Oct 5 – debrief, feedback	<b>Meeting with pilot teachers 4 pm Zoom</b>
Wed. Sept. 30	<b>Notice to parents about board decision to open in hybrid</b> <b>Send survey to K-5 parents to choose cyber.</b> <b>Survey to parents to remain in remote</b>
Wed. Sept. 30	<b>Description of hybrid instruction to be defined and explained to staff and to parents</b>
Thurs. Oct 1	<b>Schedule staff chat regarding hybrid plan – 4 pm</b> <b>Schedule parent chats regarding hybrid plan – 6pm</b>
Mon. Oct. 5	<b>Survey 6-12 parents to remain in remote</b> <b>Survey 6-12 parents to move from cyber to hybrid</b>
Mon. Oct. 5	<b>Meet with pilot teachers @ 4 pm</b> <b>3-4 per building</b> <b>Parent meeting, 6 p.m. to discuss plan for students with an IEP</b>
Mon. Oct. 5	<b>Updated Safety Protocols</b>
Tues. Oct 6	<b>Deadline for K-5 parents to choose hybrid from cyber</b> <b>Parent meeting, 6 p.m. for Latinx families to review timeline for English Learner students.</b>
Tues. Oct 6	<b>Deadline for K-5 parents to remain in remote</b>
Fri. October 9	<b>Deadline for 6-12 parents to remain in remote, or move from cyber to hybrid</b>
Mon. Oct 12	<b>All Staff training on hybrid</b> <ul style="list-style-type: none"> <li>• Review schedule changes with secondary teachers</li> </ul> <b>NO SCHOOL FOR STUDENTS</b>

Date	Action
Tuesday, October 13 - Friday October 16 <i>(four half-days for K-5)</i>	<p><b>K-5 (all staff required to work in building)</b></p> <ul style="list-style-type: none"> <li>• AM: synchronous instruction</li> <li>• PM: PD and planning</li> <li>• All Special education and EL students are remote these days</li> </ul> <p><b>6-12 – Full Days</b></p> <p><b>Secondary (teachers may work in buildings)</b></p> <ul style="list-style-type: none"> <li>• Students remains remote (all day)</li> <li>• Low incidence special education and EL students continue in brick and mortar.</li> </ul>
Monday, October 19	<p><b>First day of Remote/In-person teaching for K-5</b></p> <p><b>K-5 Hybrid Model begins (Cohort A-in person)</b></p> <p><b>Student Schedules by school:</b></p> <ul style="list-style-type: none"> <li>• 7:45 a.m. to 1:45 p.m. (HHS, EHS, RHS, FMS)</li> <li>• 8:15 a.m. – 2:15 p.m. (SMS, PMS)</li> <li>• 8:40 a.m. to 2:40 p.m. (EBE, EGE, EXE, GAE,)</li> <li>• 9:10 a.m. to 3:10 p.m. (PWE, WTE, HDE, SWE, MCH, FHE )</li> </ul> <p><b>Transportation: running buses for Hybrid K-5 to all stops</b></p> <p><b>Additional planning time begins for all teachers (30 min. at end of day)</b></p> <p><b>Additional K-5 Special Ed (<i>with the exception of related service IEP student</i>)s /EL face-to-face instruction</b></p> <p><i>First four days of hybrid will focus on students in the building to review building procedures. Students at home will not have assignments those days.</i></p>
<p><b>Monday- October 26</b></p>	<p><b><del>First day of Remote/In-person teaching for K-5</del></b></p>
Thursday, October 29 – Friday, October 30- Monday, November 2, Wednesday, November 4	<p><b><u>Secondary (6-12)</u></b></p> <ul style="list-style-type: none"> <li>• Staff returns to building</li> <li>• AM only: remote for students</li> <li>• PM: Professional Development and planning for staff.</li> <li>• Remote synchronous instruction in AM</li> <li>• All special education and EL students are remote</li> </ul> <p><b><u>Elementary (K-5)</u></b></p> <ul style="list-style-type: none"> <li>• Full day hybrid</li> </ul>
Tuesday, November 3 <i>(schools closed/teacher in-service)</i>	<p><b>K-12 Staff training – hybrid</b></p> <p><b>NO SCHOOL FOR STUDENTS</b></p>
Thurs. November 5	<ul style="list-style-type: none"> <li>• Full Hybrid K-12</li> <li>• Additional Special Ed/EL Face-to-Face instruction</li> </ul>

# Metrics for Return – Following Chester County Health Department Guidelines and any updates.

(County [Information](#) is updated each Friday.)

Community Transmission	Incidence Rate per 100,000	AND/OR	PCR Test Positivity	Instructional Model
Low	<10	AND	<5%	In-Person
Moderate	≥10 and <40	AND	≥5% and <7%	Hybrid
High	≥40 and <80	OR	>7% and <10%	Virtual and/or Hybrid
Very High	≥80	OR	≥10%	Virtual

## Begin Year with Remote Learning

for First Quarter of Year (Thanksgiving)

### (with WC Cyber as an Option for Families)

- **Remote Learning 2.0** – Improved over last spring – and provides more synchronous (live) instruction. Instruction will be recorded for flexibility/student ability to watch again.
- [WC Cyber Program](#) – option is available for parents k-12. This program is different from Remote Learning 2.0, and provides more asynchronous learning with teacher check ins for a more flexible schedule. The elementary cyber program requires an adult at home to assist with the learning. In order for the school district to staff ~~for~~ this program, parents must choose the cyber option no later than Friday, August 7.
- Low incidence disabilities students receive services in schools when necessary (green and yellow phase).

## Guiding Principles

- Safety of Students and Staff – *Has to be top priority.* Every model carries risks.
- Equity - Not all kids and families have same access, needs, and resources.
- Monitoring student needs.
- Students with “low incidence disabilities” (highest need) will attend in person every day (approx. 190 students) as they did this summer.
- As local pandemic improves, goal is to bring youngest students back to full time schooling first.
- Need for flexibility to phase in and out of hybrid, full-time in-person learning, or Remote Learning 2.0. At the end of September, we will evaluate by reviewing infection rates. As rates slow down, we will consider the hybrid model for return (~~see page 13~~).

# Classroom Set up

## In-person learning for low incidence disabilities children (continuation of summer pilot program)

Classrooms will be set up to allow a minimum of six feet between each desk (~~where~~~~when~~ feasible), and the desks will all be facing the same direction. Staff will be required to wear face coverings at all times unless in the classroom alone. Students will be required to wear face coverings at all times and expected to maintain six feet of social distancing. Students will be excused from wearing a mask if they provide medical documentation. These students will be provided with plastic shields around their work area. Students will remain in the same cohort all day as much as reasonably possible. Students may receive additional instruction/services outside of their regular education cohort of students. All water fountains will be turned off with the exception of touchless filling stations. Bottled water will be available. Only one student at a time will be permitted to use the restroom, and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person. Two students will ride in a bus seat. Students must wear a ~~mask-face covering~~ on the bus. Bus drivers will ~~mask-face covering~~.

Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.

Students who are considered to be at high risk will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.

Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with ~~mask-face covering~~ will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature ~~taken~~ prior to the first run and are required to wear a ~~mask-face covering~~ as staff and/or students embark and disembark the bus. There will be hand sanitizer on the bus and the bus will be disinfected between runs. There will be no more than two students per seat. Aides will be required to wear a ~~mask-face covering~~ and other PPE (as needed) and will be seated across, in front of, or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via ~~Z~~zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and will be spaced six feet apart ~~when-reasonable~~ ~~where~~ ~~feasible~~.
- There will be a limit ~~to~~ of 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom ~~when~~ ~~where~~ feasible.
- Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if

there isn't a sink in the classroom).

- Staff will wear masks at all times, except when in a classroom alone.
- Students will be taught to wear masks or face coverings and are expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus.
- Bus drivers will wear a ~~mask~~ **face covering at all times** ~~when students board and disembark from the bus.~~

## Re-opening of School

**General Expectations** - Parents will be expected to take their child's temperature and complete the self-monitoring questions daily. Staff will also be expected to take their own temperature each morning and complete the self-monitoring questions, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks and gloves. Outdoor space will be utilized on a limited basis and social distancing along with **masks face coverings** will be utilized. Visitors will only be permitted by appointment and **will** have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

**Middle and High School Classrooms** will be set up to allow a minimum of 6 feet between each student and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face coverings. Staff are required to wear masks or face coverings at all times with the exception of working in their rooms or eating lunch.

Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

**Elementary students will remain in the same classroom** for most of the day with the exception of lunch, recess, and PE. Elementary students will wear ~~mask~~ **face coverings**. During instruction and while eating lunch, 6 feet distance will be maintained at all times. If students do not have masks, ~~one~~ **masks** will be provided and students will be taught how to wear the masks (how to put **it mask** on, take **it mask** off and maintain **it mask**). Students will be taught how to wash their hands properly and how to use the hand sanitizer.

Meals will be provided in the cafeteria. When entering and exiting the building, staff and students will maintain at least six feet of distance from the next person.

Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.

## What will At-Home Remote learning look like?

**How will students access instruction/curriculum when not in school?** Students will access curriculum via Schoology or SeeSaw; will have live, small-group instruction. District will work with teachers to provide a balance of synchronous (live) and asynchronous instruction. Synchronous instruction will be recorded.

**Will students have daily access to teachers?** Yes, teachers will be conducting live instruction every day, and will be able to respond to students.

**What happens if students need help with work?** Teachers will schedule small groups/individual support time, or support service staff will schedule a time (e.g. reading specialists, math specialist) with students.

**Will students be in front of a screen all day?** Breaks will be built into the school day for screen-free time.

## Elementary Options for Opening Schools

### Remote Learning 2.0

- Your child's brick & mortar teacher.
- 1 live Math AND English Language Arts lesson / day.
- 2 – 4 live small group lessons / week.
- Live Daily Class Meetings.
- Planned live small group lessons.
- 1 live or pre-recorded Special Area Class / day.
- 1 live or pre-recorded Science/Social Studies / day.
- Support from teacher throughout day.

### WC Cyber Program

- Program is less synchronous than Remote 2.0. Provides more flexibility for parents to help students complete work.
- Teachers and students from across WCASD, not necessarily your child's home school.
- Live Daily Class Meetings.
- 1 live daily Math or English Language Arts lesson.
- 1 live or pre-recorded Special Area class / day.
- Approximately 2 - 4 live small group lessons / week.
- Live lessons will be recorded to be viewed later.
- Support from teacher throughout day.

- Curriculum aligned to district curriculum.

**SAMPLE Elementary Schedule for Remote Learning 2.0 – Daily  
(Synchronous Meetings noted in BLUE)**

**August 31 – October 9**

9:00-10:00	Live Morning Meeting Check-in and Live ELA lesson. Complete learning activities via Schoology or Seesaw.
10:00-11:00	Teacher-led live small reading groups (approx. 2-4/week). Complete Word Study, Grammar, or Writing Activity via Schoology or Seesaw.
11:00-12:00	Lunch/Recess
12:00-1:00	Live Math lesson. Complete Freckle review and workbook pages.
1:00-1:45	Specials – Live or view pre-recorded lesson.
1:45-2:00	Movement Break
2:00-3:00	View Live or view pre-recorded Science or Social Studies lesson and complete follow up learning activity.

**SAMPLE Elementary Schedule for Cyber Program – Daily  
(Synchronous Meetings noted in **ORANGE**)**

9:15-10:00	<b>Live Morning Meeting Check-in. Review Daily Learning Plan.</b>
9:15-10:15	Review recorded Reading Lesson. Complete follow-up learning activities.
10:15-11:00	<b>Teacher-led live small groups (approx. 2-4/week).</b> Complete Word Study, Grammar, or Writing Activity.
11:00-12:00	Lunch/Recess
12:00-1:00	<b>Live Math lesson.</b> Complete Freckle review and workbook pages.
1:00-1:45	Specials – <b>Live</b> or view pre-recorded lesson.
1:45-2:00	Movement Break
2:00-3:00	View pre-recorded Science or Social Studies lesson and complete follow up learning activity.

## Secondary Options for Opening Schools

### Remote Learning 2.0

- Students will continue to learn from the same teachers, with the same classmates.
- Students are required to attend class and will follow a block schedule.
- Teachers will provide a combination of live instruction via Zoom or pre-recorded lessons.  
Live class meetings.
- Instruction will maintain the full scope and sequence for all courses.
- Students will receive feedback from teachers and grades for their work.

### WC Cyber Program

- Curriculum is fully aligned to the WC curriculum.
- Teachers and students from across WCASD, not necessarily your child's home school.
- Mostly self-paced learning activities, with asynchronous learning.
- Approximately 2 - 4 live small group lessons per week.
- Live lessons will be recorded to be viewed later.
- Support from teacher throughout day.

### SAMPLE Secondary Schedule for Remote Learning 2.0 – Daily (Synchronous Meetings noted in **BLUE**) August 31 – November 4

Period	Time	Class/Activity
1	8:45 – 10:05	English 10 Honors <b>Live Zoom Check-in and Schoology Discussion</b>
2	10:10-11:30	Chemistry Honors Complete Lab Report on Schoology
	11:35-12:40	Lunch
3	12:45-2:05	Sociology <b>Live Zoom Check-in for Class Discussion</b>
4	2:10-3:30	Algebra 2 Accelerated Honors Complete Schoology Assignment

**SAMPLE Secondary Schedule for WC Cyber**  
**(Synchronous Meetings noted in ORANGE)**

<b>Monday (AM)</b>	<b>Monday (PM)</b>	<b>Tuesday (AM)</b>	<b>Tuesday (PM)</b>
<p><b>Math:</b> View the lesson on Squares &amp; Square Roots &amp; Complete Problem Set (Approx. 50 minutes)</p> <p><b>Social Studies:</b> Continue to work on your essay about cultural diversity. <i>Conferencing with the teacher by appointment. (Approx. 40 minutes)</i></p> <p><b>Health &amp; PE:</b> Personal Fitness Goal Settings (App. 20 minutes) Lesson on Nutrition and Digestive System (Approx. 20 minutes)</p>	<p><b>Science:</b> Follow the lesson Mitosis; Complete the Virtual Lab and Write your Lab Report (Approx. 90 min)</p> <p><b>English Language Arts:</b> Complete your IXL reading assessment; Independent Novel Reading and Response Journal. (Approx. 40 minutes)</p> <p><b>Spanish:</b> <i>Class Discussion on Verb Tenses and Speaking Practice (App. 30 minutes)</i> Vocabulary Activities (Approx. 15 minutes)</p>	<p><b>Math:</b> <i>Small Group Lesson – Support or Extension on Squares &amp; Square Roots (Approx. 30 min)</i></p> <p><b>Graphic Design:</b> Lesson on Adobe Illustrator Curvature Tool and introduction to the “Name” Project. (Approx. 30 minutes) Independent Project Work Time (Approx. 60 min)</p> <p><b>Health &amp; PE:</b> Virtual Lab work on the digestive process (Approx. 30 minutes)</p>	<p><b>Social Studies:</b> Continue to work on your essay about cultural diversity. Conferencing with the teacher by appointment. (Approx. 40 minutes)</p> <p><b>English Language Arts:</b> <i>Intro to writing task, lesson on Thesis statements and parallelism (Approx. 20 min)</i> Begin working on rough draft of essay. (Approx. 30 minutes)</p> <p><b>Spanish:</b> FlipGrid post on social interaction scenarios. (Approx. 15 minutes)</p>

## Components of Plan

- Parents have choice between Remote 2.0 or WC Cyber.
- Middle and High school on block schedule.
- Remote learning 2.0 is combination of synchronous (live) and asynchronous (recorded) learning, K-12.
- Low incidence disabilities students receive services in schools when necessary (**green** and **yellow phase**).
- Working to deliver services to English Learners and/or students without internet access.
- Working with local child care providers to provide child care options for staff and parents.

### **Internal Reopening Team will continue to meet throughout summer and will evaluate and make determination on numerous issues, including:**

- **Athletics** – Monitoring guidance from PIAA. Will examine a health/fitness component. Mandatory fall practices began September 21.
- **Performing Arts/Specials** – District working with teachers on solutions. Marching started.
- **Extra-curricular clubs** that can run virtually will do so.
- **Kindergarten Screening** – Completed in August.

## Pupil Services

- All students with low incidence disabilities attend in-person every day (approximately 190 students – continuing summer program).
- Transition activities will take place the first two weeks of school including an emphasis on social emotional learning.
- Counselors, school psychologists, and mental health specialists will be available to support students.
- Evaluations to determine eligibility for special education and 504 plans will occur taking additional safety measures.
- Nurses have been consulting with the district's physician and have put additional safety measures in place.
- Caseworkers will be supporting families in need.
- Effective October 19 – Consider programming additional elementary special education and English Learner students for four days **in** a week in-person, one day remote.
- Effective November 5 - Consider programming additional secondary special education and English Learner students for four days **in** a week in-person, one day remote.

## **Special Education & English Learners – WC Cyber Program**

- An IEP meeting will be held for all students with disabilities prior to school starting to determine how individualized needs will be met.
- A special education teacher will be available at the elementary and secondary level to provide instruction and support.
- An English Language Development teacher will be available to provide support in the WC Cyber program.
- Some synchronous instruction will be provided.

## Type of Reopening

### Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

### Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks). Effective October 19, 2020 (K-5), November 5, 2020 (6-12).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning). (Effective August 24-October 16, 2020 (K-5) and August 24 to November 4, 2020: (6-12)

### Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening):

At the end of September, we will evaluate by reviewing the infection rates in the community. As we see rates slowdown, we will consider the hybrid model with three to six feet of social distancing. If infection rates are on the rise, we will continue instructing students via remote learning. We will be evaluating community conditions every three weeks with the Chester County Department of Health to verify data points.

## Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Jim Scanlon	Superintendent	Both
Dr. Robert Sokolowski	Assistant Superintendent <del>and Secondary Education</del>	Both
Dr. Jeff Ulmer	Director of Human Resources	Both
Mr. Kevin Campbell	Director of Facilities and Operations	Both
Dr. Leigh Ann Ranieri	Director of Pupil Services	Both
Mr. John Scully	Director of Business Affairs	Both
Dr. Tammi Florio	Director of Teaching and Learning	Both

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Mr. Michael Wagman	Director of Technology Services	Both
Ms. Jennifer Neill	Communications Manager	Both
Principals		Both

## Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (\*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

## Cleaning, Sanitizing, Disinfecting, and Ventilation

### Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

### Summary of Responses to Key Questions:

#### Re-opening of schools and In-person learning for low incidence disabilities children (continuation of summer program)

CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected three times during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* <b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	See areas identified below	See areas identified below	Mr. Kevin Campbell – Director of Facilities & Operations	Disinfectant Sprayers Disinfectant Face shields Masks Gloves Tyvek suits Spray bottles Hand sanitizer	Y-Custodial staff

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Ventilation practices</b>	<p>All ventilation systems will be in operation 24 hours a day on all days.</p> <p>Filters on units will be changed every four weeks instead of 4 months.</p> <p>Interior doors should remain closed to allow for most air circulation internal to classroom.</p> <p>Ceiling fan use should be suspended.</p> <p>In non-air conditioned spaces window fans blowing out of a operable window can be used.</p> <p>Exterior windows should be opened to increase circulation of indoor air.</p>	Same as Yellow.			
<b>Administrative Suites, Guidance and other areas as needed</b>	Area will be cleaned and all touch surfaces will be disinfected daily.	Same as Yellow.			
<b>Bathrooms</b>	All touch surfaces will be cleaned and disinfected twice during the school day, with one complete cleaning conducted outside of in service times.	All touch surfaces will be cleaned and disinfected once during the school day, with one complete cleaning conducted outside of in service times.			
<b>Hallways, common areas, frequently touched surfaces (water fountains, handrails, doorknobs, entrances, etc.)</b>	All touch surfaces will be cleaned and disinfected twice during the school day, in addition to a complete cleaning of the space, outside of in service times.	All touch surfaces will be cleaned and disinfected once during the school day, in addition to a complete cleaning of the space, outside of in service times.			

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Large group areas, gymnasiums, locker rooms, etc.</b>	Weekly cleaning. If used as educational space cleaning will match classrooms spaces.	Cleaned and disinfected daily.			
<b>Cafeterias</b>	Not used. Weekly cleaning.	Daily clean and disinfect all touch surfaces, floors, and tables. Assist Aramark with disinfecting and cleaning tables, if needed.			
<b>Classroom and touch surfaces (pencil sharpeners, sinks, door handles, countertops, student cubbies, cabinet doors, etc.</b>	Cleaned and disinfected daily.	Same as Yellow			
<b>Desks and chairs</b>	Cleaned and disinfected daily.	Cleaned and disinfected daily at secondary schools and every other day in elementary schools			
<b>Floors</b>	Sweep and remove debris daily, mopping as needed. Wet mop complete areas wall to wall weekly	Sweep and remove debris daily, mopping as needed. Wet mop complete areas wall to wall weekly			

## Social Distancing and Other Safety Protocols

### Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

### Summary of Responses to Key Questions:

#### In-person learning for low incidence disabilities children (continuation of summer pilot program)

Classrooms will be set up to allow a minimum of six feet between each desk (**where when**-feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear face coverings at all times unless in the classroom alone. When students and staff are in the hallway or common areas, masks will be worn by staff and encouraged for students. Six feet **of** distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put **it-mask** on, take **it-mask** off, and maintain **it-mask**). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.

Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles, or they may bring their own water bottle. Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.

Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.

Students who are considered to be at high risk, will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.

Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks, and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with masks will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature ~~taken~~ prior to the first run and are required to wear a **mask face covering at all times as staff and/or students embark and disembark the bus**. Students are permitted to bring hand sanitizer on the bus. The bus will be disinfected between runs. There will be no more than two students per seat. Aides will be required to wear a **mask face covering** and other PPE (as needed) and will be seated across, in front of, or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via **Zzoom** and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and will be spaced six feet apart where feasible.
- There will be a limit ~~to~~ **of** 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom ~~when~~ **where** feasible.
- Each classroom will be provided with masks, disinfectant spray, and hand sanitizer (if there isn't a sink in the classroom).
- Staff will wear masks at all times, except when in a classroom alone.
- Students will be taught to wear masks **or face coverings** and **are** expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus. **(summer pilot only)**
- Bus drivers will wear a ~~mask when students board and disembark from the bus~~. **face covering at all times.**

## Re-opening of School

**General Expectations** - Parents will be expected to take their child's temperature daily. Staff will also be expected to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks, and gloves.

Outdoor space will be utilized on a limited basis and social distancing along with **mask face coverings** will be utilized. Visitors will only be permitted by appointment and **will** have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

**Middle and High School Classrooms** will be set up to allow a minimum of 6 feet between each desk and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face shields when changing classrooms. Staff will be required to wear masks or face shields at all times in common areas, or when social distancing is not possible. Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

**Elementary students will remain in the same classroom** for most of the day with lunch schedules altered to provide social distancing while eating. Elementary students will wear **mask face coverings**. **Six 6** feet of distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put **# mask** on, take **# mask** off and maintain **# mask**). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will eat lunch in the cafeteria in accordance with social distancing guidelines. Breakfast will be served in the classroom in the form of grab and go meals. When entering and exiting the building, staff and students will maintain at least a three foot distance from the next person.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* <b>Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b>	6-12 homeroom periods will be eliminated to reduce transition time.	6-12 homeroom periods will be eliminated to reduce transition time.	Dr. Jim Scanlon- Superintendent of Schools		
	6-12 passing time between periods will be staggered to minimize the number of students in the hallways at one time.	6-12 passing time between periods will be staggered to minimize the number of students in the hallways at one time.	Dr. Bob Sokolowski- Assistant Superintendent of Schools		
	6-12 students and staff will wear <b>masks-face coverings</b> at all times.	6-12 students and staff will wear <b>masks-face coverings</b> at all times.	Dr. Sara Missett- Director of Elementary		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>K-12 classroom desks will be in rows facing the same direction.</p> <p>K-12 school assemblies will not be permitted.</p> <p>K-5 students will be required to wear <del>masks</del> face coverings.</p> <p>K-5 teachers will be required to wear <del>masks</del> face coverings.</p> <p>K-5 Students will remain in their classroom for the full school day to minimize transitions.</p>	<p>K-12 classroom desks will be in rows facing the same direction.</p> <p>6-12 lunches will be served in multiple locations to ensure social distancing.</p> <p>K-12 school assemblies will not be permitted.</p> <p>K-5 students will be required to wear <del>masks</del> face coverings.</p> <p>K-5 teachers will be required to wear <del>masks</del> face coverings</p>	Education		
<p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be</p>	<p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be</p>	<p>Mr. John Scully- Director of Business Affairs</p> <p>Mr. Kevin Campbell- Director of Facilities &amp; Operations</p>	<p>K-5 Classroom teacher will need to gather student name, student meal request and student pin number in the morning.</p> <p>K-5 May need building additional support staff to deliver meals to classrooms.</p>	<p>Aramark to provide PD in support of CDC and PDE guidelines as well as WCASD health and safety plan.</p>





Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<p>auxiliary gym (or other areas designated by the Principal).</p> <ul style="list-style-type: none"> <li>• Approx. 2/3 of the class will eat in the cafeteria and 1/3 will eat in the auxiliary space.</li> </ul> <p>Full service menu will be available in the cafeteria.</p> <p>Limited menu grab and go type meals will be offered in the auxiliary gym and or Principal designated area.</p>			
<p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>Universal precautions signage will be repeatedly communicated to students, parents and staff.</p> <p>Hand sanitizer will be available in all classrooms that do not have sinks and offices.</p> <p>Staff will be expected to take their own temperature each morning and complete the self-monitoring questions, prior to arriving at school.</p> <p>Parents will be expected to</p>	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p> <p>Principals</p>	<p>Hand sanitizer</p>	<p>Hygiene practices will be part of a professional development that will be required.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	take their child's temperature each morning and complete the self-monitoring questions, prior to arriving at school.				
* <b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b>	Universal precautions signage will be posted throughout all school buildings.	Same as Yellow	Dr. Bob Sokolowski - Assistant Superintendent of Schools  Dr. Sara Missett- Director of Elementary Education  Principals		
* <b>Identifying and restricting non-essential visitors and volunteers</b>	Student team (IEP,504, GIEP) meetings will be held virtually.  Visitors must have an appointment and will be required to wear <del>masks-face coverings</del> . Volunteers will not be permitted.	Student team (IEP, 504, GIEP) meetings will be held in person as long as social distancing can be maintained. Otherwise, the meetings will be held virtually. All individuals participating in meetings in person will be required to wear <del>masks-face coverings</del> .  Non-school district employees will be required to complete a self-monitoring checklist <b>based on the CCHD</b>	Dr. Leigh Ann Ranieri-Director of Pupil Services  Dr. Jeff Ulmer- Director of Human Resources		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<p><b>Symptom Monitoring</b>, prior to leaving the office/lobby.</p> <p>Volunteers will be permitted and will be required to wear <del>masks</del> <b>face coverings</b></p> <p>Non-school district employees will be required to complete a self-monitoring checklist <b>based on the CCHD Symptom Monitoring</b>, prior to leaving the office/lobby.</p>			
<p><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p><b>CDC Considerations for Youth Sports</b></p>	<p>same as Yellow</p>	<p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p>		
<p><b>Limiting the sharing of materials among students</b></p>	<p>Universal precautions signage will include language directing students not to share items.</p> <p>Shared materials will be wiped with disinfectant spray</p>	<p>same as Yellow</p>	<p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	between use.		Dr. Sara Missett- Director of Elementary Education  Principals		
<b>Staggering the use of communal spaces and hallways</b>	Elementary students will be taught how to maintain at least three feet of distance in halls.  Secondary students (middle and high school) will be required to wear <del>masks</del> <b>face coverings</b> in the halls or other common areas.		Dr. Bob Sokolowski- Assistant Superintendent of Schools  Dr. Sara Missett- Director of Elementary Education  Mr. Kevin Campbell- Director of Facilities & Operations  Principals		
<b>Adjusting transportation schedules and practices to create social distance between students</b>	Send request to parents asking for an “Opt Out” of transportation <ul style="list-style-type: none"> <li>• Need initial response by July 17<sup>th</sup>.</li> </ul> Make accommodation for large parent drop off lines.	Same as Yellow	Mr. John Scully- Director of Business Affairs	Additional buses.  Staggered start times for school buildings.  PPE Equipment: <ul style="list-style-type: none"> <li>• masks</li> <li>• gloves</li> </ul>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> <li>May require assigning of different times and/or locations for parent and bus pick-up and drop off.</li> </ul> <p>Face <del>mask/shields</del> coverings for drivers are required while students are on the bus.</p> <p>Temperature check for drivers prior to start of day.</p> <p>Face <del>masks</del> coverings required for all students.</p> <p>No eating, drinking or chewing gum on the bus at any time.</p> <p>Windows on buses will be open when possible.</p> <p>A maximum of 2 students to a seat - Family members will be seated together.</p> <p>Students may only ride on their assigned bus route. No bus pass exceptions will be allowed.</p> <p>Commonly touched surfaces</p>			<ul style="list-style-type: none"> <li>cleaning supplies</li> <li>thermometers</li> <li>tape to show social distance guidance</li> <li>hand sanitizer</li> </ul>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>within the entryway of the driver and passenger areas will be disinfected after each run.</p> <ul style="list-style-type: none"> <li>• Ensure cleaning materials are out of reach of students.</li> </ul> <p>Hand sanitizer will be made available on each bus.</p> <p>Institute consistent single pick and drop locations for each student.</p> <p>Remove any bus from service for thorough cleaning and disinfecting that transported a student or driver that tests positive for Covid 19.</p>				
<p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p>	<p>Class size will be maintained to keep desks at least six feet apart.</p> <p>Teachers can use outside spaces for learning when weather is nice.</p> <p>Online learning option for parents will reduce class size.</p>		<p>Principals</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	PE will focus on lifetime fitness activities rather than team sports.		Education Dr. Tammi Florio - Director of Teaching and Learning		
<b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b>	Institute consistent single pick and drop locations for each student.		Mr. John Scully- Director of Business Affairs  Dr. Sara Missett- Director of Elementary Education  Dr. Bob Sokolowski - Assistant Superintendent		
<b>Other social distancing and safety practices</b>	When six feet of social distancing is not possible, staff and students will be required to wear <del>masks</del> -face coverings, except as outlined in guidance from PDE.				

## Monitoring Student and Staff Health

### Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

### Summary of Responses to Key Questions:

#### In-person learning for low incidence disabilities children (continuation of summer program)

Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. ~~If there is an elevated temperature, the individual will be sent to the nurse for further evaluation.~~ The parent will be asked to contact the child's physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed *since recovery is defined as resolution of fever without the use of fever-reducing medications.* The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.

We will follow the state's guidance ~~on~~ and protocol ~~for~~ when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.

- If staff or students have a temperature higher than 100, they will be sent home.
- CDC and Chester County Health Department guidelines will be implemented regarding returning to school including being fever free for 72 hours. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.
- If there is a suspected or confirmed case of COVID 19, we will follow the Chester County Health Department's direction regarding informing parents and staff.
- If a quarantine is required, the CDC and health department guidelines will be followed.

## **Re-opening of Schools**

On a daily basis, all students (or parent of student) and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school. We will follow the state's guidance ~~on~~ and protocol ~~for~~ when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)				
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Students and staff will be asked to self-monitor at home utilizing CCHD's screening tool prior to coming to school.            Complete Daily Prior to School/Work*            Employee or Student Name:            Assigned Class/Group:            Temperature:            Are you/is the student taking any medication to treat or reduce a fever such as Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (Tylenol)?            Are you/is the student experiencing any of the following?</p> <table border="1" data-bbox="380 932 846 1479"> <thead> <tr> <th data-bbox="380 932 581 1094">Group A 1 or more symptoms</th> <th data-bbox="581 932 846 1094">Group B 2 or more symptoms</th> </tr> </thead> <tbody> <tr> <td data-bbox="380 1094 581 1479">           Fever (100.4 or higher)            Cough            Shortness of breath            Difficulty breathing         </td> <td data-bbox="581 1094 846 1479">           Sore throat            Runny nose/congestion            Chills            New lack of smell or taste            Muscle pain            Nausea or Vomiting            Headache         </td> </tr> </tbody> </table>	Group A 1 or more symptoms	Group B 2 or more symptoms	Fever (100.4 or higher) Cough Shortness of breath Difficulty breathing	Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services             Dr. Bob Sokolowski- Assistant Superintendent of Schools             Dr. Sara Missett- Director of Elementary Education</p>	<p>Masks, N95 or KN95, face shields, gloves, gowns for nursing staff.            Privacy screen possibly needed for treatments taking place outside the nurses office.            Plexiglass desk shield for nurse desks.            Floor markings for proper social distancing in nurses' offices.            Non Contact thermometers.            Nebulizer tubing and nebulizer masks.</p>	<p>Staff must be trained on the symptoms and procedure for sending individuals with symptoms to the school nurse/office; parents/guardians must be made aware of the classroom protocol and training will be provided to parents.</p>
Group A 1 or more symptoms	Group B 2 or more symptoms								
Fever (100.4 or higher) Cough Shortness of breath Difficulty breathing	Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache								

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p style="text-align: center;">Diarrhea</p> <p>Stay home if you or the student:            Have one or more symptoms in Group A OR            Have two or more symptoms in Group B OR            Are taking fever-reducing medication.</p> <p>If the answer is yes to staying home, the student/staff should stay home and contact their physician and/or Chester County Health Department.            Staff and students must notify the school if an absence is due to COVID-19.</p> <p>CCHD self-monitoring information for staff is displayed for self-evaluation upon entry into building. HCP Screening</p> <p>Staff or students exhibiting elevated temperature, or other symptoms are sent to the nurse for further evaluation.</p> <p>Students that are sent to the nurse for illness are evaluated for signs and symptoms of COVID.</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Primary signs for children are:</p> <ul style="list-style-type: none"> <li>● Fever over 100 oral, or 99.5 axillary or temporal.</li> <li>● Shortness Of Breath (SOB)</li> <li>● Sore Throat</li> </ul> <p>Staff with signs of illness are to stay home or seek treatment with their attending physician. These can include:</p> <ul style="list-style-type: none"> <li>● Fever or chills</li> <li>● Cough</li> <li>● Shortness of breath or difficulty breathing</li> <li>● Fatigue</li> <li>● Muscle or body aches</li> <li>● Headache</li> <li>● New loss of taste or smell</li> <li>● Sore throat</li> <li>● Congestion or runny nose</li> <li>● Nausea or vomiting</li> <li>● Diarrhea</li> </ul> <p>Nurses to triage students based on health services manual and flow chart for COVID symptoms. The Chester County Health Department Guidelines will be followed.</p> <p>Nursing staff and district attending physician worked to develop procedures.</p> <p>Guidelines from the following</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>organizations are being utilized: CDC; Chester County Health Department (CCHD); American Academy of Pediatrics (AAP); National Association of School Nurses (NASN) and Children’s Hospital of Philadelphia (CHOP).</p> <p>Consider doing routine treatments and medication dispensing in the classroom as feasible. This is to reduce traffic in the nurse’s office so sick and well children are not commingling.</p> <p>Use of surgical masks, and/or gloves depending on clinical need. Use of N95 or KN95 when administering nebulizer treatments to students.</p> <p>Consider use of face shield and/or Plexiglas depending on the clinical picture as well.</p>				
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a</b></p>	<p>Nurses to stay in contact with the Chester County Health Department (CCHD) for contact tracing.</p> <p>School nurses are not expected to screen students and staff or diagnose cases of COVID.</p>	<p>same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director</p>		<p>Certified School Nurse (CSN)’s are completing the Johns Hopkins Contact</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>history of exposure</b>	<p>Students and staff with symptoms of COVID are to have clearance to return to school <del>to</del> or work by physician or Certified Registered Nurse Practitioner (CRNP) and/or follow PDE/CDC/CCHD guidelines for isolation.</p> <p>Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the PDE/Chester County Health Department following the Exclusion From and Return to School Requirements.</p> <p>For symptoms of fever with vomiting, diarrhea and other non-Covid symptoms in children, they are to remain home until 72 hours symptom free <b>and without</b> the use of fever-reducing medication. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p>		of Elementary Education		<p>Tracing Course to better understand the process.</p> <p>Consultation with school district physician, Dr. Kalkiewicz</p>
<b>* Returning isolated or quarantined</b>	Students and staff are allowed to return to school per PDE/ CDC/CCHD guidelines	same as Yellow	Dr. Leigh Ann Ranieri-Director of Pupil Services		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>staff, students, or visitors to school</b>	<p><b>CDC return to work/school guidelines.</b></p> <p>Individuals returning to school after isolation or quarantine should notify the school prior to return.</p> <p>Students who are isolated and not symptomatic can continue to access their education virtually.</p>		<p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p>		
<b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b>	<p>Notification to parents and staff if a positive case is known. Guidance from PDE/Chester County Department of Health will be followed.</p>		<p>Dr. Jim Scanlon- Superintendent of Schools</p> <p>Mr. Michael Wagman- Director of Technology</p>		
<b>Other monitoring and screening practices</b>	<p>Any changes in safety protocol will be communicated by the superintendent and posted on the district web page</p>		<p>Dr. Jim Scanlon - Superintendent</p>		

## Other Considerations for Students and Staff

### Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

### Summary of Responses to Key Questions:

#### In-person learning for low incidence disabilities children (continuation of summer program)

Staff will be required to wear face coverings at all times except when in the classroom alone. Students will be taught how to wear face coverings appropriately including how to put it on and take it off. Students will be encouraged to wear face coverings and will practice wearing them gradually building up a tolerance for longer periods of time. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in-person program.

- If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing, and disinfecting surfaces.
- CDC procedures for students who are at high risk will be followed.
- Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns.
- Temperatures will be taken for students who are considered to be at high risk.

### Reopening of schools

District will follow latest PDE, CDC and CCHD guidelines for students and staff at high risk including washing hands often, practicing social distancing and wearing a face covering. All students are required to wear a face covering at all times except when taking a break, **when** outside, and **when** 6 feet **of** distance is maintained or if student has a documented, approved medical reason excusing the student from wearing a mask. All staff are required to wear a **mask-face covering** unless they are in their classroom/office alone or **they** have an approved documented medical reason excusing the staff person from wearing a face

covering.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* <b>Protecting students and staff at higher risk for severe illness</b></p>	<p><a href="#">High Risk guidelines CDC</a></p> <ul style="list-style-type: none"> <li>● <a href="#">Wash your hands</a> often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing, or sneezing.</li> <li>● Practice <a href="#">social distancing</a>.               <ul style="list-style-type: none"> <li>○ Avoid other people as much as possible by practicing social distancing. Maintain a distance of at least 6 feet (2 meters) between you and people outside your household.</li> <li>○ Avoid large gatherings or places where people congregate.</li> </ul> </li> <li>● Cover your mouth and nose with a <a href="#">face covering</a> as defined by the Governor’s order on July 3, 2020.</li> <li>● Disinfect <a href="#">frequently touched surfaces</a>. This includes tables, doorknobs, light switches, countertops, handles, desks, phones,</li> </ul>	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Jeff Ulmer-Director of Human Resources</p>	<p>Hand Sanitizer, masks, gloves and disinfectant.</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>keyboards, toilets, faucets, and sinks.</p> <p>Temperatures will be taken for students who are at high risk and are attending on a daily basis</p> <p>Gloves and gowns will be provided to staff who need to work with students when social distancing is not feasible and bodily fluids may be transmitted.</p>				
<p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Face coverings as defined by the Governor’s order or the latest health department guidelines are required by staff when on school district property except:</p> <ul style="list-style-type: none"> <li>○ when in an enclosed place and alone.</li> <li>○ cannot wear <del>#</del> a face covering due to a medical condition, including those with respiratory issues that impede breathing, mental health condition, or disability.</li> <li>○ when communicating or seeking to communicate with someone who is hearing impaired or has another</li> </ul>	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Bob Sokolowski-Assistant Superintendent of Schools</p> <p>Dr. Sara Missett-Director of Elementary Education</p>	<p>Purchase masks</p>	<p>Train staff and students on the appropriate use of face coverings and how to wear them.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>disability, where the ability to see the mouth is essential for communication.</p> <p>Face covers must cover the mouth and nose area completely.</p> <p><b>We will follow the latest PDE guidance:</b></p> <p>All students must wear a face covering that covers their nose and mouth inside the school and while outside when physical distancing is not feasible.</p> <p>Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team. Teach students and families how to properly wear a face covering (cover nose and mouth), to maintain hand</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>hygiene when removing the face covering for meals and physical activity, and how to replace and maintain (washing regularly) a cloth face covering.</p> <p>Schools should provide face covering breaks throughout the day. Maintain a distance of at least 6 feet during these face covering breaks. Schools may allow students to remove face coverings when students are:</p> <ul style="list-style-type: none"> <li>Eating or drinking when spaced at least 6 feet apart;</li> <li>Seated at desks or assigned workspaces at least 6 feet apart;</li> <li>Engaged in any activity at least 6 feet apart (e.g., face covering breaks, recess, etc.); or</li> <li>When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.</li> </ul> <p>Transparent face coverings provide the opportunity for more visual cues and should be especially considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers.</p> <p>The district will provide disposable masks and face coverings for</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>employees.</p> <p>Wear your Face Covering correctly:</p> <ul style="list-style-type: none"> <li>○ Wash your hands before putting on your face covering.</li> <li>○ Put <b>it face covering</b> over your nose and mouth and secure it under your chin.</li> <li>○ <del>Try to fit it</del> <b>Fit face covering</b> snugly against the sides of your face.</li> <li>○ Make sure you can breathe easily.</li> </ul> <p>Take Off Your Face Covering:</p> <ul style="list-style-type: none"> <li>○ Untie the strings behind your head or stretch the ear loops.</li> <li>○ Handle only by the ear loops or ties.</li> <li>○ Fold outside corners together.</li> <li>○ Place covering in the washing machine (learn more about <a href="#"><u>how to wash cloth face coverings</u></a>).</li> <li>○ Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing.</li> </ul>				
<p>* <b>Use of face coverings (masks or face shields) by older students (as</b></p>	<p>Students will be taught to wear face coverings and required to wear them except:</p> <ul style="list-style-type: none"> <li>○ If <b>a</b> student cannot wear <b>it-a face covering</b> due to a medical condition, including</li> </ul>	<p>Same as yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Bob</p>	<p>Purchase masks</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
appropriate)	<p>those with respiratory issues that impede breathing, mental health condition or disability.</p> <ul style="list-style-type: none"> <li>○ When outside and more than 6 feet social distancing is achieved.</li> </ul> <p>Face coverings must cover the mouth and nose area completely.</p> <p>The district will provide disposable masks for students.</p> <p>Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing.</p>		<p>Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p>		
<b>Unique safety protocols for students with complex needs or other vulnerable individuals</b>	<p>IEP and 504 teams will determine if there are additional procedures that need to be put in place for individual students.</p> <p>Face shields will be purchased for staff of students who are prone to spraying/spitting bodily fluids.</p> <p>Updated CPI restraint procedures will be implemented. Behavioral supports will be provided for students as they transition to the in-person program.</p>	Same as yellow	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Special Education Supervisors</p>	Purchase of face shield, gloves	Train staff on the use of face shields and updated CPI restraint procedures.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Strategic deployment of staff</b>	Para professionals may be needed in areas of larger gatherings (e.g. cafeteria), or when a special needs child requires additional help		Principals		

### Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
<b>Pilot training to include: Proper use of masks for staff and students; appropriate hand washing, social distancing procedures; how to work with</b>	Pilot: Teachers, related service staff and paraprofessionals	Leigh Ann Ranieri, Director of Pupil Services	Virtual live Zoom session that will be recorded.		June 29, 2020	June 29, 2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
students when social distancing isn't feasible; updated CPI restraint procedures; cleaning surfaces in between daily custodial cleaning						
Train all staff on the proper use of face coverings, hand washing, social distancing and cleaning between daily custodial cleaning	All employees		Virtual live Zoom session that will be recorded.		When we return to in-person instruction.	
Train all students on the proper use of face coverings, hand washing and social distancing	All students		Virtual live Zoom session that will be recorded.			
Train custodial staff on the cleaning and disinfecting procedures	All building custodial staff		Virtual live Zoom session that will be recorded.			
Train teachers in teaching online learning in the event of a closure, or when children are absent	All teachers			Dr. Tammi Florio - Director of Teaching and Learning	July 1, 2020	August 28, 2020

## Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
<b>Parent training: Review the training that is being provided to staff and students including: the proper use of face coverings, hand washing, social distancing and cleaning between daily custodial cleaning</b>	Parents/Guardians	Principals Dr. Bob Sokolowski - Assistant Superintendent Dr. Sara Missett - Director of Elementary Education Dr. Leigh Ann Ranieri - Director of Pupil Services	All communication sent to caregivers will be in English and Spanish. Communications will be available in other languages when requested.  Information will be sent to parents regarding hygiene, temperature taking, and procedures to follow if a child shows symptoms of illness.	When school resumes in person.	

## Health and Safety Plan Summary: West Chester Area School District

**Reopening of Schools August 31, 2020** *(remote learning or WC Cyber to start; low incidence disabilities students to receive services in school when necessary)*

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

**The following summary lists procedures for when students are in the buildings.**

### Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected three times during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials.

## Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p> <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Classrooms will be set up to allow a minimum of six feet between each desk (<del>when</del> <b>where</b> feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear face coverings at all times unless in the classroom alone. When students and staff are in the hallway or common areas, <b>masks face coverings</b> will be worn by staff and encouraged for students. Six feet <b>of</b> distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put <b># mask</b> on, take <b># mask</b> off, and maintain <b># mask</b>). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.</p> <p>Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles, or they may bring their own water bottle. Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.</p> <p>Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.</p> <p>Students who are considered to be at high risk, will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.</p> <p>Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor</p>

**Requirement(s)****Strategies, Policies and Procedures**

space will be utilized on a limited basis and social distancing along with masks will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature ~~taken~~ prior to the first run and are required to wear a **mask face covering**. There will be hand sanitizer on the bus and the bus will be disinfected between runs. Students will sit one to a seat **(summer program only)**. Aides will be required to wear a **mask face covering** and other PPE (as needed) and will be seated across, in front of or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via Zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and three feet apart ~~when reasonable~~ **where feasible**.
- There will be a limit to 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom ~~when~~ **where feasible**.
- Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if there isn't a sink in the classroom).
- Staff will wear **masks face coverings** at all times, except when in a classroom alone.
- Students will be taught to wear masks and **will be** expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus **(summer program only)**.
- Bus drivers will wear a **mask face covering at all times**. ~~when students~~

Requirement(s)

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~~board and disembark from the bus.~~

**Re-opening of School**

**General Expectations** - Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks and gloves. Outdoor space will be utilized on a limited basis and social distancing along with **mask faces coverings** will be utilized. Visitors will only be permitted by appointment and have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

**Middle and High School Classrooms** will be set up to allow a minimum of 6 feet between each desk and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face coverings. Staff will be required to wear masks or face coverings at all times in common areas, or when social distancing is not possible.

Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

**Elementary students will remain in the same classroom** for most of the day with lunch schedules altered to provide social distancing while eating. Elementary students will wear masks or face coverings. Six feet **of** distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put **# mask** on, take **# mask**

Requirement(s)	Strategies, Policies and Procedures
	<p>off and maintain <del>it</del> mask). Students will be taught how to wash their hands properly and how to use the hand sanitizer.</p> <p>Meals will be provided in the classroom, on an A/B schedule. Half of the students will eat in the cafeteria on one day, while the other half will eat in the classroom. The second day roles will shift and the group that ate in the cafeteria will eat in a classroom, while the group that ate in the classroom will now eat in the cafeteria. When entering and exiting the building, staff and students will maintain at least a three-foot distance from the next person.</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>Will follow PIAA and Chester County Department of Health Guidelines for activities and social distancing.</p> <p>Childcare centers will be established in the community and/or schools.</p>

## Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* <b>Monitoring students and staff for symptoms and history of exposure</b></p> <p>* <b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p>* <b>Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p><b>In-person learning for low incidence disabilities children (continuation of summer program)</b></p> <p>Parents will be required to take their child’s temperature daily before school. Staff will also be required to take their temperature, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature at school, that person will be taken to the nurse for further evaluation. <del>If there is an elevated temperature, the individual will be sent to the nurse for further evaluation.</del> The parent will be asked to contact the child’s physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed since recovery <del>is</del> defined as resolution of fever without the use of fever-reducing medications. The district will also take into consideration information provided by the student’s physician and the CCHD in making a determination regarding a student’s return to school.</p> <p>We will follow the state’s guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed <i>since recovery</i> defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician’s note is required to return to school.</p> <p>The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.</p> <ul style="list-style-type: none"> <li>○ If staff or students have a temperature higher than 100, they will be sent home.</li> </ul>

Requirement(s)	Strategies, Policies and Procedures
	<ul style="list-style-type: none"> <li>○ CDC and Chester County Health Department guidelines will be implemented regarding returning to school including being fever free for 72 hours. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</li> <li>○ If there is a suspected or confirmed case of COVID-19, we will follow the Chester County Health Department's direction regarding informing parents and staff.</li> <li>○ If a quarantine is required, the CDC and health department guidelines will be followed.</li> </ul> <p><b>Re-opening of Schools</b></p> <p>On a daily basis, all students (or parent of student) and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school. We will follow the state's guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed <i>since recovery</i> defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p> <p>The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.</p>

**Other Considerations for Students and Staff**

Requirement(s)	Strategies, Policies and Procedures
<p>* <b>Protecting students and staff at higher risk for severe illness</b></p> <p>* <b>Use of face coverings (masks or face shields) by all staff</b></p> <p>* <b>Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p><b>In-person learning for low incidence disabilities children (continuation of summer program)</b></p> <p>Staff will be required to wear face coverings at all times except when in the classroom alone. Students will be taught how to wear face coverings appropriately including how to put it on and take it off. Students will be encouraged to wear face coverings and will practice wearing them gradually building up a tolerance for longer periods of time. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in-person program.</p> <ul style="list-style-type: none"> <li>• If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing and disinfecting surfaces.</li> <li>• CDC procedures for students who are at high risk will be followed.</li> <li>• Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns.</li> <li>• Temperatures will be taken for students who are considered to be at high risk.</li> </ul> <p><b>Reopening of schools</b></p> <p>District will follow latest PDE, CDC and CCHD guidelines for students and staff at high risk including washing hands often, practicing social distancing and wearing a face covering. All students are required to wear a face covering at all times except when taking a break, when outside and <b>when</b> 6 feet <b>of</b> distance is maintained or if <b>student</b> has a documented approved medical reason excusing the student from wearing a <b>mask-face covering</b>. All staff are required to wear a <b>mask-face covering</b> unless they are in their classroom/office alone or have an approved documented medical reason excusing the staff person from wearing a face</p>

Requirement(s)	Strategies, Policies and Procedures
	covering.

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **West Chester Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan affirmed on September 29, 2020 and reaffirmed and updated on October 26, 2020.

The plan was approved by a vote of:

\_\_\_\_\_ Yes

\_\_\_\_\_ No

Reaffirmed on: **October 26, 2020**

By:

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*(Signature\* of Board President)*

**Chris McCune**

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*(Print Name of Board President)*

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.